



*Non-public session in accordance with RSA 91-A: 3, II (d)
to discuss property acquisition followed by a non-public meeting regarding collective
bargaining in accordance with RSA 91-A:2, I (a), to be held at 6:15 pm*

City Council Meeting
Agenda
July 8, 2013
City Council Chambers
7:00 p.m.

1. Call to Order.
2. Invocation
3. Pledge of Allegiance.
4. Roll Call.
5. Presentations: a) Intown Concord and b) LPGA Symetra Tour.
6. Approval of the June 6, 2013, June 10, 2013 and the June 20, 2013 City Council meeting minutes and the June 17, 2013 Finance Committee Meeting Minutes.
7. Agenda overview by the Mayor.

- Consent Agenda Items -

Referral to the Traffic Operations Committee

8. Communication from Judi King requesting a speed zone sign on Church Street between North State Street and Bouton Street.

Items Tabled for an August 12, 2013 Public Hearing

9. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking; granting the City Manager the ability to temporarily waive, modify or suspend parking regulations within the Downtown Complete Streets project area and adjacent environs; together with a report from the Assistant for Special Projects.
10. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index; together with a report from the Director of Human Resources and Labor Relations.
11. Resolution appropriating the sum of \$76,898 for the purpose of installing frangible mounts and a beacon on the localizer for Runway 17/35 including \$69,208 in grant funds from the

Federal Aviation Administration (FAA) and \$3,845 from the State of New Hampshire and \$3,845 from the City of Concord; together with a report from the Associate Engineer.

12. Resolution appropriating the sum of \$1,200,000 for the purpose of constructing Phase I of the Parallel Taxiway to Runway 12/30 including \$1,080,000 in grant funds from the Federal Aviation Administration (FAA) and \$60,000 from the State of New Hampshire and \$60,000 from the City of Concord and authorizing the issuance of bonds and notes for CIP #73; together with a report from the Associate Engineer.
13. Resolution accepting and appropriating \$258,024 in unmatched grant funds from the Office of Domestic Preparedness – State Homeland Security Program and Law Enforcement Terrorism Prevention Program, funds designated for the purpose of purchasing a specialized response/rescue vehicle; together with a report from the Police Chief.
14. Resolution accepting and appropriating the sum of \$27,717 in unmatched grant funds from the United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant Program designated for law enforcement related programs; together with a report from the Police Department.
15. Resolution approving the acquisition of approximately 270 acres of open space land located northerly of Portsmouth Street and southerly of Curtisville Road, as recommended by the Conservation Commission and affirming the issuance of \$975,000 in bonds or notes under Resolution No. 7661 of the City Council, adopted on September 13, 2004; together with report from the City Planner.
16. Resolution authorizing and appropriating \$50,000 from the Forestry Trust Fund for the purchase of timber rights on 270 acres of land off of Curtisville Road and Portsmouth Street known as tax map parcels 113/3/3, 113/2/10 and 113/2/9, in conjunction with the purchase of the herein described property.
17. Resolution authorizing the issuance of up to \$3,400,000 in notes to refinance outstanding loans of the city obtained through the state revolving loan fund to achieve interest cost and other savings; together with a report from the City Treasurer.
18. Resolution accepting and appropriating the sum of \$18,083 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with a report from the Assistant for Special Projects.
19. Resolution accepting and appropriating the sum of up to \$275,000 in unmatched funds from the State of New Hampshire's oil discharge, disposal and cleanup fund (The "Odd Fund") for environmental remediation of city owned property located at 5, 11, 27, 31, and 35 Canal Street, Penacook known as the former Amazon Realty and Allied Leather Tannery sites (CIP #508); together with a report from the Assistant for Special Projects.
20. Resolution appropriating \$42,500 for the purchase of snack bar equipment and increase other operating expenses to support the operation of the snack bar at the Everett Arena; together with a report from the Director of General Services.

21. Resolution rescinding bond authorization in the amount of \$117,672.42 for the Penacook Wastewater Treatment Plant; together with a report from the City Treasurer.

From the City Manager

22. Positive Citizen Comments.

Consent Reports

23. Diminimus gifts and donations report from the Human Services Director requesting authorization to accept monetary gifts totaling \$500 as provided under the preauthorization granted by City Council.
24. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$2,417.20 as provided under the preauthorization granted by City Council.
25. DRA Equalized Valuation Tax Rate Comparison Information from the Director of Real Estate Assessments.
26. Report from the Library Director for the acceptance of a gift from Eugene and Irene Pantzer Trust to the Concord Public Library.

Consent Resolutions

27. Resolution in recognition of the services of Lieutenant Paul Leger.
(For presentation in August)
28. Resolution authorizing the City Manager to submit an application to the United States Department of Justice – Edward Byrne Memorial Justice Assistance Grant Program for funds designated for law enforcement related programs; together with a report from the Police Department.
29. Resolution authorizing the City Manager to enter into a grant agreement for up to \$76,898 with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics and a construction agreement with the Federal Aviation Administration (FAA) for the purpose of the installation of frangible mounts and a light beacon on the localizer for runway 17/35 at the Concord Municipal Airport; together with a report from the Associate Engineer.
30. Resolution authorizing the City Manager to enter into a grant agreement for up to \$1,200,000 with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics for the purpose of constructing Phase I of the Parallel Taxiway to Runway 12/30 at the Concord Municipal Airport and to revise the total grant request for Phase I and II to a total of \$3,031,847; together with a report from the Associate Engineer.

Consent Communications

31. Street closure request from Sparta Energy for the 33rd Annual ENGVT Concord Criterium Bicycle Race to be held on Saturday, August 3, 2013 from 7:00 a.m. to 5:30 p.m.
32. Street closure request from Sulloway & Hollis, on behalf of the New Hampshire Cycling Club, to close a portion of Liberty Street between Valley and Forest Street on Saturday, September 21, 2013 from 8:00 a.m. and 4:30 p.m.
33. Street closure request from CenterPoint Church for a block party around their facility at 20 North State Street on Saturday, September 14, 2013 from 1:00 p.m. to 5:00 p.m.

Appointments

34. Mayor Bouley's proposed appointment to the Recreation and Parks Advisory Committee
Marilyn Anne Fraser and Althea Barton
35. City Manager's proposed appointment to the Zoning Board of Adjustment.
Andrew S. Winters

*****End of Consent Agenda*****

36. July 8, 2013 Public Hearings

- A. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; Heather Lane; together with a report from the Traffic Engineer in response to a communication from Councilor Nyhan asking the Traffic Operations Committee to consider south end traffic concerns. (10-7) (6-17)
- B. Resolution adopting an amended and restated Development Program and Financing Plan for the Sears Block Tax Increment Finance District; together with a report from the Assistant for Special Projects. (6-18) ***(In accordance with RSA 162-K, vote by Council must be delayed at least 15 days after public hearing is held; vote to be taken at the August Council Meeting)***
- C. Resolution appropriating \$2,500,000 including authorizing the issuance of bonds and notes for the installation of underground utilities as part of and within the Sears Block Tax Increment Finance District in conjunction with the Downtown Complete Streets Project. (6-19) ***(In accordance with RSA 162-K, vote by Council must be delayed at least 15 days after public hearing is held; vote to be taken at the August Council Meeting)***
- D. Resolution appropriating the sum of \$190,400 for Communication Services for the Downtown Complete Streets Improvement Project from the City of Concord Economic Development Reserve Fund and authorizing the City Manager to enter into an agreement

with Louis Karno & Company, LLC for communication services; together with report from the Deputy City Manager – Development. (6-20)

July 8, 2013 Public Hearing Action

37. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; Heather Lane; together with a report from the Traffic Engineer in response to a communication from Councilor Nyhan asking the Traffic Operations Committee to consider south end traffic concerns. (10-7) (6-17)
38. Resolution appropriating the sum of \$190,400 for Communication Services for the Downtown Complete Streets Improvement Project from the City of Concord Economic Development Reserve Fund and authorizing the City Manager to enter into an agreement with Louis Karno & Company, LLC for communication services; together with report from the Deputy City Manager – Development. (6-20)

Reports

New Business

Unfinished Business

39. Resolution approving the granting of a conservation easement to the Society for the Protection of New Hampshire Forests (SPNHF) on approximately 114 acres of land southerly and easterly of Gully Hill Road, as approved by the Conservation Commission; together with report from the Conservation Commission. (6-17) (7-36B; 7-38) (8-53) (9-39)(10-31) (11-43) (12-42) (1-52) (2-49) (3-37) (4-36) (5-57) (6-52) (*Action on this item tabled following a July 9, 2012 public hearing*)
40. Resolution amending the official map so as to establish the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue; together with report from the Assistant City Planner. (1-16) (2-33I; 2-42) (3-39) (4-37) (5-58) (6-53) (*Action on this item tabled following a February 2013 public hearing*)

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Items

Adjournment

Information

- 7 Inf1 Transmittal of the Energy Chapter of the Master Plan 2030 as adopted by the Planning Board on April 17, 2013 from Community Development.
- 7 Inf2 Communication from City Administration confirming that staff forwarded Planning Board and Conservation Commission comments to the U.S. Department of Energy (DOE) in response to a communication from the Board of McKenna's Purchase Unit Owners Association (MPUOA) requesting City Council submit comments to the DOE regarding the proposed Northern Pass Transmission project. (4-18a) (5-11)
- 7 Inf3 Executive Council Reports from Colin Van Ostern.
- 7 Inf4 May 28, 2013 Concord Community TV Board of Directors Meeting Minutes.
- 7 Inf5 June 3, 2013 and June 8, 2013 Finance Committee Meeting Minutes.
- 7 Inf6 June 12, 2013 Concord Public Library Board of Trustees Meeting Minutes.
- 7 Inf7 June 18, 2013 Traffic Operations Committee Meeting Minutes.
- 7 Inf8 Communications from Kathleen Hedstrom, Samantha Zahaykevitz and Ava Voissem in regards to a petition submitted requesting the establishment of a buffer zone around the Feminist Center on South Main Street; together with petitions in opposition to City Council approving a buffer zone in the vicinity of the clinic on South Main Street in Concord. (5-8) (*Copies to be forwarded to the Police Department and the Legal Department*)
- 7 Inf9 Communication from Comcast informing customers that, effective on July 23, 2013, televisions that are currently receiving Comcast's Limited Basic service will need equipment from Comcast in order to view any of those channels.
- 7 Inf10 Copy of communication from Hippo Press notifying the City of Concord that Rollins and White Parks in Concord were recipients of "Best of 2013" awards for the greater Concord area.
- 7 Inf11 Copy of communication Concord Area Transit sent to Ms. Linda Rauter in response to her communication to City Council expressing her concern with the lack of bus shelters at all bus stops within the City of Concord. (3-8)
- 7 Inf12 Communication to Mayor Bouley and Members of City Council from Concord resident, Rick Watrous.



7-6

TJA

City Council Meeting
Draft Minutes
June 6, 2013
City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Roll Call. Councilors Bennett, Bouchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, Patten, St. Hilaire, Shurtleff and Werner were present. Councilor Blanchard was late.
3. Agenda overview by the Mayor.
4. **June 6, 2013 Public Hearing**

- A. Public hearing on the final design of the Downtown Complete Streets Improvement Project, CIP #460. (5-56) (*Public testimony submitted*)

Action: Mayor Bouley opened the public hearing.

Public Testimony

Steve Duprey reminded Council that this project is important on two fronts: Main Street is an economic engine and they have to do everything they can to give their merchants the best chance to thrive; Main Street is the heart and soul of where the community gathers. He stated that he feels that this project will solve a myriad of problems. He suggested staying with parallel parking in front of the Capitol Plaza area and indicated that, since the last meeting, he has been to Portsmouth, Nashua and Manchester to look at their parking and every single one of those cities has surface parking lots noting that he feels that it would be wise to consider in the future or within this project. He further suggested: there be a significant design element in front of the State House Plaza such as a fountain; underground utilities on South Main Street; the city to bid the steam as a number of alternatives – sidewalks only in the core area, sidewalks in the entire project area, sidewalks and the street in the core area. He noted that he is pleased that the city is hiring a public relation firm and urged that the Parking Committee needs to get better signage out directing people to the garages now. He noted his appreciation to the effort that the city has put into this and urged the Council to make this project a reality.

Councilor McClure asked Mr. Duprey to explain the three components he suggested the steam be bid upon. Mr. Duprey responded that if there is not a new steam plant there is still waste steam that comes out of the buildings downtown and it is possible to configure

a steam heated sidewalk by collecting and using that. He indicated that he would bid one alternative in the sidewalks in the core area from Pleasant to Centre Street; with a new steam plant it would generate more steam and more demand and he would bid it with the sidewalks the length of the project area; as a third option he would bid the streets themselves in the core area.

Betsy McNamara, project advisory committee member, noted that she believes this is a transformative project for Concord and its downtown. She stated that one thing to keep in mind is that this project is not just Pleasant to Centre Street, it's Storrs to Storrs Street. She stated that the suggestion to narrow the sidewalk on the west side to put in angled parking is distressing to her because of her firm belief of the big vision of the wide sidewalks and what that would mean for the look and cohesive look throughout the entire corridor. She urged Council not to move forward with that change and stay to course in what the advisory committee recommended in terms of sidewalk width. She expressed her appreciation on the intent on improving accessibility through this project. She asked that Council stick to the plan that the project advisory committee recommended.

Shannon Rogers indicated that she is a new resident to the city and one of her main motivations for moving here was for the variety of infrastructure for pedestrians and cyclists as well as the commitment to the downtown revitalization. She pointed out that as a state that is rapidly aging and projects such as this are key in maintaining and increasing the population of young adults and families.

Councilor Nyhan asked what Ms. Rogers likes best about the project. Ms. Rogers responded that she likes the concept of the wider sidewalks.

Will Delker, downtown resident and advisory committee member, congratulated the design team for doing something that is truly impressive in the end and, in his view, what they proposed captures the recommendations that the advisory committee had and adheres very closely to the guidelines that they set when they made their recommendations and report to the Council. He noted that he believes that if this design is implemented they will have a downtown that they can be proud about and that it accomplishes the objectives of a Main Street: a place for the community to gather, to shop, to eat and to greet visitors to the city. He spoke in support of heated sidewalks and explained the committee's recommendations in regards to parking and noted that it is his hope that the Council doesn't fall into the trap that they struggled with of attempting to tinker with the design by a block by block basis. He urged the Council to adopt the plan that the design team proposed.

Becky Lougee, Merrimack County Savings Bank, indicated that she has looked at the plans and pointed out that the crosswalk in front of the bank has disappeared. She noted that there is a lot of activity surrounding the bank in regards to customers and employees and inquired as to why this crosswalk disappeared within this area.

Rick Watrous noted that he feels that the Council is about to make a huge mistake explaining that he feels that this project has many unexplored aspects that could adversely affect Concord for many years to come. He indicated that he personally

doesn't know anyone that says downtown needs wider sidewalks and less parking; he stated that he feels that wider sidewalks will become cluttered with accessories that will require money to be maintained. He noted that he feels that the plan is worse for bicyclists and further noted his concern with only two lanes on Main Street. He urged Council not to approve this project.

Councilor Werner asked Mr. Watrous what improvements he feels are necessary to revitalize downtown and whether he feels that downtown has a tired look. Mr. Watrous responded that he feels that it does need a facelift but doesn't feel that this particular plan accomplishes that in a productive way. He noted his concern with the city not maintaining things currently and questioned how they will maintain all that this project represents.

Karen Page, Flag Works owner, noted that this project cannot be everything to everyone and feels that no one has more stake in this project than the downtown merchants and property owners do. She noted that she has yet to hear that there are not enough benches, not enough gathering spaces or wide enough sidewalks on Main Street; what the merchants hear about all the time is the difficulty in finding adequate parking. Her wish is that added parking was looked at for downtown and is upset with some parking being taken away. She thanked the Council for considering putting five more spaces back into the plan.

Councilor Coen asked Ms. Page for the reason she chose Main Street as a location for her store. Ms. Page responded that they chose the area to be more visible near the intersection of Pleasant and Main Streets.

Roy Schweiker noted that he feels that the city is spending so much money in downtown on this one project and asked how are they going to justify spending any more when the neighborhoods haven't had any money in years. He noted that parking is an issue; has concerns with pavers and bricks; doesn't feel that the State House Plaza needs more features; has concerns with the wider sidewalks becoming cluttered; has concerns with hiring a PR consultant; doesn't feel the need for buried utilities.

Councilor Keach asked Mr. Schweiker if he feels that he should vote no or yes. Mr. Schweiker indicated that his recommendation is to vote no for burying the utilities and to include bids for alternatives for heated sidewalks as suggested in earlier testimony.

Tim Sink, Greater Concord Chamber of Commerce, thanked the Council for the attention that they have paid to this project. He explained that the Chamber has weighed in on the level of detail that's being discussed this evening and that their role has been, to this point, serving as a cheerleader and assisting in seeking some of the grant and funding opportunities that are out there to lessen the burden on the taxpayers. He encouraged Council to be bold with the final decision and to stick as close as possible to the design team's recommendation. He stated that the Chamber is going to continue to support this project and to work with the city any way they can regardless of what decisions are made.

Allan Herschlag highlighted several excerpts contained within the Tiger grant's project description of the grant application and expressed several of his concerns. He also noted his concerns in which he feels that there wasn't enough public input related to this project. He relayed his concerns in regards to losing parking; concerns with accessibility; and concerns with merchants paying for this project. He stated that he would love to see the downtown flourish with parking and traffic patterns that meet the needs of those shopping and working downtown and pedestrian and bike lanes that are safe and convenient to access and use. He noted that he feels that this is a project that was never given the time needed to develop a plan for Concord. He asked how the Council vote to move forward with this project if they know that there is just as much of a chance that this project will fail as it will succeed and not knowing how they are going to pay for this project. *(Full written testimony on file at the City Clerk's Office)*

Kristen Allen, Clinton Street resident, spoke in support of the advisory committee's unanimously supported plan. She stated that she feels that it is really important, to the long term vitality of Concord, that the downtown be accessible to a variety of people. She noted that she is not in favor of head in parking.

Jim Rosenberg stated that Council has the opportunity to make the most significant improvement to the city. He commented to Council to make sure, before the final proposal is adopted, that they do not adversely impact the flow of traffic on Low Avenue.

Councilor Werner asked Mr. Rosenberg as to his view on the parking situation. Mr. Rosenberg replied that the current amendment of some additional angled parking is an appropriate step and an example of flexibility that Council has shown. He stated that he feels that the current angled parking is very difficult to navigate and wishes the configuration was a little bit different so that it could accommodate the parallel spots. He stated that it's important that Council does as much to permit traffic for the businesses as much as possible.

Kevin Curdie commented that he feels that the buildings downtown look old and tired and putting planters, benches, etc. is not going to change the look of these buildings. He wondered if there was a way to promote downtown's historical value by signs for the buildings, Bicentennial Square and Eagle Square.

Tonya Rochette noted that this is needed for multiple generations and investing in this opportunity would not only help strengthen the city's ability to revitalize the downtown but also sustain this for years to come. She noted that as much as she believes in supporting the retail, restaurants and cultural outlets, she also wants to ensure that the city doesn't overlook the other businesses that are downtown; there are other businesses located in upper stories and the city is looking to attract more businesses to the upper stories which are currently underutilized. She indicated that they need to be populated with young businesses and entrepreneurs; she stated that, in her opinion, parking isn't going to help these sort of businesses, having an attractive location with full buildings will make the city more attractive and make people want to come and open businesses. She noted that it will create a space for encouraging professionals to come work and play and a place in which they should be trying to increase the utilization of the downtown to

more than just during the shopping hours. She pointed out the need for improved signage to parking. She hopes that Council sticks with the original intent of this to be an accessible downtown for everybody to come and enjoy.

Michael Hermann, Gibson's Book Store, indicated that there are certain elements that have been identified as key elements of this plan and Council needs to ensure that they happen including: maximizing parking; look into surface parking lots; heated sidewalks. He pointed out that it's an interesting time for them because they are expanding when this is happening but feels that this plan needs to be done.

Councilor Coen questioned why Mr. Hermann decided to keep his store on Main Street rather than another location in the city. Mr. Hermann responded that he is a big believer in Main Street; Main Street is an economic engine, a place where people gather; it's walkable and a good place to be for an independent business.

Councilor DelloIacono asked Mr. Hermann if he feels that there is currently a parking problem downtown. Mr. Hermann responded yes. He stated that nobody complains about a parking problem in Portsmouth because people are prepared to park and walk because there are interesting and entertaining places to walk by. He noted that they are not going to be Portsmouth but one thing that this project can help to do is generate that excitement on the sidewalks and make it more interesting to walk.

Councilor Nyhan asked whether Mr. Hermann has felt that he has had an opportunity to have input in this project. Mr. Hermann responded yes.

Kate Putnam noted that she feels that approving this is a great thing for Concord because it has a lot of potential. She indicated that she trusts everyone to make the right decisions to make Concord better. She pointed out that people have to park farther away in Portsmouth and Boston and that doesn't deter visitors within those cities.

Sue McCoo, Capital Craftsman and Viking House, noted that one of her customers had to drive around the block twelve times before finding a parking spot.

Althea Barton, Penacook resident, urged Council to approve the plan as it was presented to them and not to try to add more spaces. She stated that she understands the issues of the merchants. She stated that this whole process is a social experiment and feels that one of the best things in the plan is the signage which will lead people off the highway and deliver them to a parking garage.

Rich Woodfin, business owner, resident and advisory committee member, urged the Council to accept the plan as it was presented.

Councilor Coen asked Mr. Woodfin why he located his business on Main Street. Mr. Woodfin responded that the business has been there for thirty years and the location works for them.

Matt Elliott, advisory committee member and resident, pointed out that more importantly than adding five more spaces, more effort needs to be put into making sure they do everything they can to put as many signs up strategically as possible to let people know that there are three garages in the city. He urged Council to accept the committee's plan as presented.

Brent Todd spoke on behalf of Concord 250 indicating that he cannot think of a better birthday gift to the City of Concord than a newly refurbished and revitalized Main Street. He thanked everyone for all of the time and effort put into this.

Andrew Hatch, downtown retailer, noted his concern with parking and wondered if there is any conversation around allowing a certain number of the on street parking spots to be far more aggressively timed so that they are a bit more like a drop off/pick up spot such as 15, 20 or 30 minutes spots. He stated that he doesn't know enough about the aesthetic change that the five new parking spots are going to create and is concerned that so much work has gone into the crafting of an elegant design. He pointed out that whether it's five new spots or twenty new spots, they will still be underutilized in many people's opinion on parking. He stated that he is in support of the project and the proposal as it stands.

Councilor Coen asked Mr. Hatch what is it about Main Street that attracted him to locate his business here. Mr. Hatch responded that it's never been in his business plan to depend upon that a car can park close to his business to remain in business because he needs many more customers than can ever consider to be in close proximity to his store to make it a viable business.

Patrick Page, Flag Works owner, indicated that parking was a non-issue when he bought his property in 2002 and feels that the city has been taking away parking over the years. He stated his is a destination store and people travel there and need to be able to park to make a purchase.

Councilor Coen asked if it would be beneficial to Mr. Page's business if there were 15 or 20 minute parking. Mr. Page responded yes but that it wouldn't be beneficial for everyone on Main Street.

Councilor Grady Sexton inquired as to whether there has been any discussion among the merchants about the issue of the employees of the businesses using and utilizing the spots on Main Street and the problem with this. Mr. Page responded that this is always being discussed because on his block the other business owners will point out if an employee or a tenant is using the spaces out front.

Mayor Bouley asked what Mr. Page's feeling is on the overall project. Mr. Page responded that he wants the overall project to happen noting that he feels that Main Street needs a facelift.

Mike Cashion, Villari's Martial Arts, indicated that he has adjusted his lifestyle to fit Main Street. He stated that the economic climate that has been going on is not that great but feels that it's more of an opportunity than an issue noting that NH is in a much better

standing than other states. He noted that there are open spaces downtown and this is great grounds for negotiating great leases in the downtown. He spoke in support of changes in the downtown.

Leslie Thomas indicated that she is in favor of all of the plans that Council has made and noted that Concord does need a "wow" factor such as a water feature to draw more people and families downtown.

Robert Baker stated that since 1958 merchants have wanted parking downtown and over and over again the city has built parking garages. He noted that there are an incredible amount of parking spaces that are underutilized and sit idle in the garages. He understands that everyone wants convenient parking but how long do they keep using the same mantra that if they only fix parking on Main Street then the stores will succeed. He indicated that the complete streets is about multi-modal transportation and transportation is about moving people. He asked what if Main Street was safe and could accommodate both vehicles and bicyclists then they could get more people, more wallets and more feet downtown. He asked Council to do this about transportation and not once again just about parking.

Susanne Smith Meyer, resident, noted that, by rolling in the improvement piece, they have kind of lost track of what the complete streets grant is all about. She indicated that there are some components that she feels that the Council has the ability to compromise but the integrity of the complete streets, the intermodal piece, the roadway, the sidewalks is what's critical. She believes that the "wow" factor will be the facelift that downtown sees. She pointed out that maintenance needs to be considered when considering trees and other features; she wondered how the steam would be integrated with the trees. She stated that she feels that the improvement items has complicated a lot of the issues and maybe increased the costs. She added that she doesn't feel that, at this stage in the game, it's wise for the Council to start tweaking designs and to separate the improvements from the purity of what complete streets was really all about.

Kim Murdoch indicated that she has, never once, not visited a store, restaurant or gone to a performance because she couldn't find a place to park. She agreed with Mr. Hatch's suggestion with the possibility of having 15 to 30 minute pick up/drop off spots.

There being no further public testimony, the Mayor closed the hearing.

June 6, 2013 Public Hearing Action

5. Public hearing on the final design of the Downtown Complete Streets Improvement Project, CIP #460. (5-56)

Action: Councilor St. Hilaire moved to approve the downtown complete streets improvement project design as presented by the city's design team to City Council on May 23, 2013 with the following modifications: 1) elimination of the interactive fountain on City Plaza at the State House; 2) addition of a permanent informational kiosk at City Plaza in front of the State House; 3) conversion of the proposed angle parking spaces back to parallel

parking spaces between Warren Street and the bump-out at Capital Plaza; 4) removing the aerial utilities from the Food Coop to Thompson Street (staff look at other alternatives such as behind the building, underground, etc.); 5) authorize to include in bid alternatives the heating of the streets and sidewalks to have a snow melt system; 6) authorization for the city's design team to make modifications to the project design to achieve accessibility where possible; 7) authorization for staff to pursue a comprehensive way-finding signage design and implementation package for the entire corridor which will be implemented upon construction; 8) authorize city staff to work with media outlets regarding the placement and type of dispensers for their product. The motion was duly seconded.

Mayor Bouley indicated that everything that Councilor St. Hilaire has listed is exactly the tentative votes that were taken up until this moment except for number three which basically goes back the design team's plan of parallel along the western side of the street.

Councilor DelloIacono indicated that he spent a lot of time researching this for the last few weeks downtown visiting with merchants and talking to customers. He stated that he supports this motion and supports taking the angle parking and putting it back to parallel parking on the west side.

Councilor Kretovic noted that she has been thinking a lot about this project and recalled Caardvark closing up business in 2004 and the parking in front of this location hasn't changed in nine years; this brings to mind that there is something else going on that is preventing them from being successful. She stated that the city has to keep the young entrepreneurs and young professionals here because for some reason they are not generating that next generation of entrepreneurs. She indicated that they have to do something explaining that it goes way beyond parking. She isn't implying that parking isn't important because it is but it's only one element of a bigger economic picture. She voiced her support of Councilor St. Hilaire's motion.

Councilor Blanchard stated that she will not be railroaded into voting for this project because her colleagues have supported the projects in Penacook. She indicated that she feels that the complete streets project is not comparable to Penacook; this has been the most difficult decision she has had to make since being on the Council. She noted her concern with spending millions of dollars without knowing how they will pay for the gap in the capital costs which could be anywhere from \$450,000 to \$1.7 million or how they will pay for the maintenance and replacement costs when the project is finished. She further noted her concern that it appears will be on the backs of the taxpayers who already have a tremendous property tax burden and/or on the merchants in which many are hanging on by their fingernails. She indicated that she has to be considerate of those who will be most negatively impacted so therefore she cannot vote in favor of this project not because she doesn't like the project but because she doesn't like the process.

Councilor Werner commended everyone who spent countless hours and worked to develop a truly transformative plan. He noted that he is glad they are moving back to parallel parking because those five spaces they are talking about represent .02 percent of all the parking that's available in the corridor end to end. He stated that he will be enthusiastically voting in favor of the motion.

Councilor Shurtleff stated that he will be voting for this plan. He explained that one thing they have learned out of this whole experience is that Concord is not made up of bricks, water and asphalt; it's the people that make this city so great. He stated that it's good to see them moving forward to make this positive change.

Councilor St. Hilaire noted how gratifying it has been to see all the people show up to the hearings. He pointed out that somebody had made a comment of how there wasn't enough adequate amount of input into this and noted that he disagrees with this statement. He stated that this is one of the most important projects that this city has probably embarked upon and has also been one of the most transparent projects. He stated that all the opinions really reflect everybody's desire to have Main Street succeed. He indicated that to do this project means doing something that's beneficial to downtown Concord and beneficial to Concord as a whole.

Councilor Coen explained that what he has noticed over the past few years is that small and large cities are investing in their downtown areas which he feels is a very good sign. He stated that this is not a unique project just for Concord but has been successes in other cities. He indicated that the city is reformulating the Parking Committee to look at and how they can work with the downtown and surrounding areas for improving the parking and signage. He stated that the city does have plenty capacity but it's just not being utilized properly and is something that they should be able to work on. He stated that another thing that he finds exciting about this project is that it's going to give them an opportunity to get the upper story buildings going in a direction where they can have housing and/or businesses moving into the area. He indicated that he is excited about this project and feels that it will work; Council has shown sensitivity towards the merchants with having a PR program together and working closely during the construction phase is critical. He added that he feels heated sidewalks is a must.

Councilor Keach stated that he will be voting in favor of this motion noting that it's an important project, it's an expensive project and is not a project without risk but he is fairly confident that it will have a substantial return on investment. He noted that he feels that it's an investment in the community that will pay dividends going forth.

Councilor Patten stated that he shares Councilor Blanchard's thoughts because it is a lot of money and is concerned as to not knowing where it's coming from. He noted that downtown does need some help and is pleased that the sidewalks are going to be more accessible and that merchants voiced their concerns in regards to parking. He stated that he will be voting for the project, with some reservations.

Councilor Nyhan indicated that he shares Councilor Blanchard's concerns with some of the finances of this but he was however struck by some information that Council received Monday evening in which they were informed that the city's credit rating just increased from AA to AA+ and it's a reflection of this Council in which, over the past five years, has had a balanced budget and has exercised tremendous financial restraint, strength and leadership. He stated that any uncertainties that he had in particular about the ongoing operations and maintenance financing of this project, he is very confident that this Council will come up

with a way to make it happen that's not going to be an impact on the taxpayers and will do it creatively and thoughtfully.

Councilor McClure noted that she is impressed with the process that they have gone through and emphasized that she heartily agrees with Councilor St. Hilaire's and Councilor Coen's comments adding that, one of the things that struck her tonight, she has not seen so many young people testify until tonight with so much emotion and passion about what they are doing. She stated that this is a sign of how great a project this is going to be for the city.

Mayor Bouley stated that the city's downtown is the heart of the city and everyone wants a healthy heart; they envision a downtown as a vibrant place for entertainment, shopping, dining and community events; they envision it as a great place to live, to do business, to meet people, to walk around, to see art and local history, to hear music and concerts, to enjoy the holiday festivals and events. He indicated that this has been the most scrutinized project that he has been involved with and process has been very important to him. He stated that he set out envisioning a process where everyone had an opportunity to participate and thanked the community for being patient and participating. He noted that there is no magic bullet where a single aspect of this project that will turn the downtown around, it is the project as a whole from Storrs Street to Storrs Street. He indicated that they must act with courage and not with fear and to not let fear stop them and prevent them from growing or bettering the heart of the city; if the focus is on fear it will cause procrastination in decision, blaming and excuses that prevent them from realizing the collective goal to be vibrant and vital. He admitted that he is afraid too and is sympathetic to the local retailers and their concerns but at the same time, they can't be paralyzed by their fear of not moving forward. He concluded that there are many more positives about this project than there are negatives and they will be improving the downtown not for today, tomorrow or the next day but for generations. He stated that he will be voting for this project and encouraged the Council to vote with him and encouraged that the community embrace this project.

There being no further Council discussion. Councilor Coen requested a roll call vote.

The motion passed 14 to 1 on a roll call vote with Councilor Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, Patten, St. Hilaire, Shurtleff, Werner, Bennett, Bouchard, and Mayor Bouley voting yes. Councilor Blanchard voted no.

Adjournment

The time being 10:12 p.m., Councilor moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

*Michelle Mulholland
Deputy City Clerk*



*Non-public session in accordance with RSA 91-A: 3, II (d)
to discuss property acquisition followed by a non-public meeting regarding collective
bargaining in accordance with RSA 91-A:2, I(a), to be held at 6:15 pm*

City Council Meeting
Draft Minutes
June 10, 2013
City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Invocation by Father Michael Wilson, Holy Trinity Green Orthodox Church.
3. Pledge of Allegiance.
4. Roll Call. Councilors Bennett, Blanchard, Bouchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Keach, Kretovic, McClure, Nyhan, St. Hilaire, Shurtleff and Werner were present. Councilor Patten was late.
5. Councilor St. Hilaire presented a resolution in recognition of the services of Master Police Officer Daniel Reilly. (5-42)
6. Black Ice Hockey presentation.

Action: Chris Brown, Black Ice Hockey Association, presented the city with a \$20,000 donation from this year's tournament.

7. Approval of the May 13, 2013 and the May 23, 2013 meeting minutes.

Action: Councilor St. Hilaire moved approval of the May 13, 2013 meeting minutes. The motion was duly seconded and passed with no dissenting votes. Councilor DelloIacono moved approval of the May 23, 2013 meeting minutes. The motion was duly seconded and passed with no dissenting votes.

8. Agenda overview by the Mayor.

- Consent Agenda Items -

Action: Councilor St. Hilaire moved to accept the consent agenda. The motion was duly seconded and passed with no dissenting votes.

Referral to Community Development and the Planning Board

9. Communication from Dana Rood, Concord Terrace, LLC requesting the City of Concord's Zoning Ordinance be amended relative to the placement of car ports within mobile home parks.

Referral to Community Development – Code Administration and the General Services Department

10. Communication from Herbert Leisy asking for increased vigilance in addressing recurring refuse by the City in an attempt to restore residential quality of life in the Old Loudon Road area.

Items tabled for a June 20, 2013 Public Hearing

11. Resolution fixing and determining the amount of money to be appropriated by the City of Concord for the fiscal year 2014 ending June 30, 2014. (5-26)
12. Resolution amending the amount of money to be appropriated by the City of Concord for the fiscal year 2014 ending June 30, 2014. (5-27) *(Not yet distributed)*
13. Resolution closing and completing certain capital projects; rescinding/de-authorizing appropriations; returning funds to their sources; and transferring, reappropriating or otherwise making remaining balances available for future purposes; together with report from the Senior Accountant. (5-28)
14. Resolution for bonded projects within the Capital Budget for Fiscal Year 2014 (July 1, 2013 to June 30, 2014) hereby is authorizing and approving the expenditure of \$9,018,000 and authorizing the issuance of \$9,018,000 in bonds and notes for various capital projects more specifically identified below and in the attached worksheet 1; together with report from the Deputy City Manager – Finance. (5-29)
15. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, amending Schedule I of Article 1-5, Fees, Fines and Penalties, Water Rates. (5-30)
16. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, amending Schedule I of Article 1-5, Fees, Fines and Penalties, Sewer Rates. (5-31)

Items Tabled for a July 8, 2013 Public Hearing

17. Ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; Heather Lane; together with a report from the Traffic Engineer in response to a communication from Councilor

Nyhan asking the Traffic Operations Committee to consider south end traffic concerns. (10-7)

18. Resolution adopting an amended and restated Development Program and Financing Plan for the Sears Block Tax Increment Finance District; together with a report from the Assistant for Special Projects. *(In accordance with RSA 162-K, vote by Council must be delayed at least 15 days after public hearing is held; vote to be taken at the August Council Meeting)*
19. Resolution appropriating \$2,500,000 including authorizing the issuance of bonds and notes for the installation of underground utilities as part of and within the Sears Block Tax Increment Finance District in conjunction with the Downtown Complete Streets Project. *(In accordance with RSA 162-K, vote by Council must be delayed at least 15 days after public hearing is held; vote to be taken at the August Council Meeting)*
20. Resolution appropriating the sum of \$190,400 for Communication Services for the Downtown Complete Streets Improvement Project from the City of Concord Economic Development Reserve Fund and authorizing the City Manager to enter into an agreement with Louis Karno & Company, LLC for communication services; together with report from the Deputy City Manager – Development.

From the City Manager

21. Positive Citizen Comments.

Consent Reports

22. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,616.20 as provided for under the preauthorization granted by City Council.
23. Diminimus gifts and donations report from the Parks & Recreation Director requesting authorization to accept monetary gifts totaling \$400 as provided for under the preauthorization granted by City Council.
24. Public Safety Advisory Committee Annual Report.
25. Report from the Public Safety Advisory Board in response to a communication from Downtown Merchants requesting a more defined and stricter enforcement of panhandling laws in the City of Concord. (4Sus1)
26. Report from the Fire Chief on a pending update to the city's Hazard Mitigation Plan.
27. Report from Code Administration regarding Intown Concord's request to serve alcohol at Market Days on Main Street.

28. Report from the City Engineer recommending approval of a request from Kleinfelder, on behalf of Cumberland Farms, Inc. (CFI) to license the installation of a monitoring well within the city right of way on Pleasant Street as part of ongoing groundwater monitoring required by NH Department of Environmental Services.

Consent Resolutions

29. Resolution authorizing the City Manager to accept an executory interest in a conservation easement for property owned by Hope E. Zanes, located at 90 Stickney Hill Road; together with report from the Conservation Commission.
30. Resolution authorizing the City Manager to submit an application to the Target Grant Program to provide supplemental funding of up to \$2,000 for the 2013 National Night Out; together with report from the Police Department.
31. Resolution designating depositories for the City of Concord New Hampshire for the Fiscal Year 2014; together with report from the City Treasurer.
32. Resolution relative to short-term investment of excess funds.
33. Resolution authorizing prepayment of 2013 taxes in accordance with RSA 80:52-a.

Consent Communications

34. Street closure request from the West Congregational Church, Garrison Street, for a neighborhood party to be held on Sunday, June 23, 2013.
35. Street closure request for the annual Christmas parade to be held on Saturday, November 23, 2013.

Appointments

36. Mayor Bouley's proposed appointment to the Upper Merrimack River Local Advisory Committee. *Frederick Chormann*
37. Mayor Bouley's proposed appointment to the Contoocook River Local Advisory Committee. *Jack Shields*

*****End of Consent Agenda*****

38. June 10, 2013 Public Hearings

- A. Resolution authorizing the City Manager to enter into a development and purchase and sales agreement with the Siena Bodwell Joint Venture Group to accomplish the following
- 1) to purchase a +/- 2.7 acre parcel from the State of New Hampshire, identified as MBL 111E-1-12 for \$955,000 and a \$1,100 administrative fee with the costs for this purchase being borne by the Siena Bodwell Joint Venture Group; and
 - 2) to sell +/- .58 acres of

City of Concord land identified as MBL 111E-1-17 and MBL 111E-1-18 to the Siena Bodwell Joint Venture Group to allow for the Siena Bodwell Joint Venture Group's construction of certain public improvements identified as City CIP #39 and the development of +/- 31,000 square feet of commercial real estate, Loudon Road; together with a report from the Deputy City Manager – Development. (5-12)

Action: Carlos Baia, Deputy City Manager-Development, provided a brief overview.

Councilor Bouchard indicated she received a concern by a constituent in regards to the “Y” intersection at the end of Old Loudon Road and Portsmouth Street in which the concern was that there would be more people using this and the “Y” intersection would become more dangerous than it is now. She asked if there was any consideration to look at that as part of this project. Mr. Baia responded that he had spoken to this same person and had a traffic engineer speak to him as well so they are already addressing these issues. He added that, as part of the Planning Board review, he is sure this will be one of the concerns raised in the analysis of the plan.

Mayor Bouley opened up the public hearing.

Public Testimony

Nicholas Luoma spoke in favor of this development noting that he feels that any opportunity the city has to expand the tax base from the state is an excellent opportunity. He stated that his family is a small business owner in the city and believes that any development on Loudon Road west of Walmart is great for small business potential and lends itself to the opportunity for small businesses to be able to move or expand their business as necessary.

Councilor McClure inquired as to where his business is located. Mr. Luoma responded that it is the Yellow Submarine, one on North State Street and one on Loudon Road.

There being no further public testimony, the Mayor closed the hearing.

- B. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing, and Parking, Conant Drive; together with report from the Parking Manager and the Traffic Engineer. (5-14) (*Public testimony received*)

Action: There being no Council objection, the titles for B and C were read at the same time. City Manager Tom Aspell provided a brief overview of items B and C.

Mayor Bouley opened the public hearings for both items B and C.

Public Testimony

Warren Runde, corner of South Street and Conant Drive, spoke in favor of the proposed parking amendments. He pointed out that he feels that there is one other safety issue: the

routing of the buses. He suggested that all the buses turn right out the school driveway, exit either Springfield or Norwich Street, and out to Clinton Street in which there are traffic control devices in place already.

Mayor Bouley inquired whether Mr. Runde had reached out to anyone on the school board in regards to the buses. Mr. Runde responded that he has not talked to the school board but he did bring this up at the neighborhood meeting held in regards to the parking and felt that the reception from the school department was less than warm. Mayor Bouley indicated that he will reach out to the school board and urge them to contact Mr. Runde to talk about his concerns.

Councilor Nyhan indicated that he was at the neighborhood meeting and noted his agreement of the categorization that it was a lukewarm response. He noted that he felt that it was an outstanding suggestion.

Councilor Bennett echoed Councilor Nyhan's comments.

There being no further testimony, the Mayor closed the hearings for items B and C.

- C. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing, and Parking; Section 18-1-7, Parking Prohibited During Certain Hours and Months in Designated Places, Schedule IX, Abbot Downing Elementary School area. (5-15) (*Public testimony received*)

Action: Public hearing for this item taken with item B.

- D. Resolution to discontinue completely West Locke Road, a Class VI local highway, in Concord New Hampshire; together with report from the City Planner. (5-16)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing.

Public Testimony

Roy Schweiker noted that if a road is discontinued any person who is harmed by it, an abutter, has the right to petition the court for damages. He stated that he feels that it's unwise to discontinue a road leading by someone's property unless there is an agreement from them in writing that they are not going to ask for damages. He noted that someone had told him that you can only give easements on property that you own and is not sure where the 30 foot easement that was given to the power company is coming from. He indicated that the city doesn't own the full width of that road; it has a transportation right away over it but they don't own it.

There being no further public testimony, the Mayor closed the hearing.

- E. Resolution authorizing the City Manager to submit an application in an amount of up to \$190,000 and to accept, appropriate, and administer grant proceeds of up to \$190,000 in Community Development Block Grant funds on behalf of the Belknap-Merrimack County Community Action Program; together with report from the Assistant for Special Projects. (5-17)

Action: There being no Council objection items E through J were read together.

Matt Walsh, Assistant for Special Projects, explained that Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for economic development projects, up to \$500,000 for public facility and housing projects and up to \$500,000 for emergency activities that directly benefit low and moderate income persons. In addition, up to \$12,000 is available for feasibility study grants. All projects must primarily benefit low and moderate income persons. He explained that, relative to Concord Head Start Sprinkler System CDBG Application, the purpose of this public hearing is a proposed application to the Community Development Finance Authority for up to \$190,000 for Concord Head Start, located at 67 Old Loudon Road, Concord, to install a sprinkler system so they may increase the total number of children served from 108 to 145. One hundred percent of the children are from low and moderate income households. This project conforms with the City's Housing and Community Development Plan's Goal to provide rehabilitation assistance to social service agencies directly serving low and moderate income clients, to upgrade facilities, to correct code violations, to improve handicapped accessibility and to improve energy conservation. He indicated that the funding request is up to \$190,000.

In regards to the Children's Place and Parent Education Center CDBG Application, Mr. Walsh explained that the purpose of this public hearing is a proposed application to the Community Development Finance Authority for up to \$200,000 for the Children's Place and Parent Education Center, located at 27 Burns Avenue, Concord, to support various capital improvements including, but not limited to, new roofing and a HVAC system. The facility serves 250 children and their families through their programs, of which 75% are from low and moderate income households. This project conforms with the City's Housing and Community Development Plan's Goal of providing rehabilitation assistance to social service agencies directly serving low and moderate income clients, to upgrade facilities, to correct code violations, to improve handicapped accessibility and to improve energy conservation. He indicated that the funding request is up to \$200,000.

Mr. Walsh explained, in regards to the Concord Women's Club CDBG Application, that the purpose of this public hearing is a proposed application to the Community

Development Finance Authority for a minimum of \$110,000 for the Concord Women's Club, located at 44 Pleasant Street, Concord, for various capital improvements including, but not limited to, a new roof, chimney repairs, hazardous materials abatement, and fire alarm upgrades. The facility has four dwelling units, which are used by low and moderate income people, including one unit which is kept available for emergency housing. Their outreach programs benefit 1,814 people. It is estimated that 83% of the people benefiting from on-site housing and outreach programs are of low and moderate income. This project conforms with the City's Housing and Community Development Plan's Goal of providing rehabilitation assistance to social service agencies directly serving low and moderate income clients, to upgrade facilities, to correct code violations, to improve handicapped accessibility and to improve energy conservation.

In regards to the CRDC/Concord Racquet Club CDBG Application, Mr. Walsh explained that the purpose of this public hearing is a proposed application to the Community Development Finance Authority for 2013 or 2014 Economic Development funds of up to \$500,000 for the Capital Regional Development Council (CRDC), which will use funds to make a loan to an operating business, to support the sale and redevelopment of the Concord Racquet Club, located at 10 Garvins Falls Road, Concord. The result will be improved employment opportunities, through the retention and creation of jobs at the upgraded facility. This project conforms with the City's Housing and Community Development Plan's Goal of: retaining and expanding jobs for low and moderate income people. He indicated that the funding request is up to \$500,000.

In regards to the Housing and Community Development Plan, Mr. Walsh explained that the existing Housing and Community Development Plan has been update to meet CDBG requirements. The updates include noting whether a goal is short term or long term and the addition of the following required policy statements: as a matter of policy, the City will minimize the involuntary displacement of households from their neighborhoods. These goals are consistent with Concord's Master Plan and Ordinances. Any federal CDBG grant funds awarded to address any of these goals shall be expended consistent with national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, be used for public facility projects, employment opportunities, or feasibility studies. All CDBG funded projects, shall primarily benefit low and moderate income persons or households, and shall not benefit moderate income persons or households to the exclusion of low income persons or households.

Lastly, Mr. Walsh explained, in regards to Residential Antidisplacement and Relocation Assistance Plan, that although these projects does not involve any displacement or relocation of persons or businesses, if the City were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Councilor St. Hilaire noted that it indicates that CRDC is going to provide a loan to whoever the new owner is of the Racquet Club and stated that he recalls that the Racquet

Club received a CDBG loan or block grant previously. Mr. Walsh responded yes. Councilor St. Hilaire inquired as to what happened to the outstanding amount. Mr. Walsh explained that the loan was made by the city; two separate loans which were consolidated in December 2008. He noted that at the time they were consolidated there was an \$82,000 note and there is approximately \$63,700 that is currently outstanding. He indicated that his understanding from the proposed sale price is that at this time it looks like the city will be able to recoup what it's owed for that loan, which is currently past due, as well as back taxes that are owed on that property and back utility costs. Councilor St. Hilaire questioned whether CRDC has looked at the business plan for the new owner to be able to provide themselves some assurance that they will be able to get paid. Liz Sweeney, CRDC, responded yes they are in the process of reviewing the business plan which will include not only the current financials but also the projected financials relative to the takeover of the operations at the Racquet Club. She explained that it will also include a review of the prospective job creation that is planned over the next eighteen months; when looked at it is looked at in detail with regard to the wages paid and the benefits provided in order to satisfy the low and moderate income requirement of the program.

Councilor Keach asked if there was a way to ensure that the city's interests are protected if this transfer occurs. Mr. Walsh responded that the city's interest in respect to back property taxes which is approximately \$136,000 and unpaid utility bills which is approximately \$3,600 would be protected because the city will get its tax money first when the transaction closes. Councilor Keach inquired in regards to the \$63,000. Mr. Walsh responded that, to the best of his knowledge, it looks like the sale price is going to be sufficient to cover all the debts that are on the property. Could the city put a condition on the CDBG funds that we receive money back on the loan that they made that is currently outstanding on the property, Mr. Walsh explained that this is something that would require a discussion between the city, CRDC, the state as well as the buyer and the primary mortgage holder on the property.

Mayor Bouley opened the public hearing for item E. There being no public testimony, the Mayor closed the hearing.

- F. Resolution authorizing the City Manager to submit an application in an amount of up to \$200,000 and to accept, appropriate, and administer grant proceeds of up to \$200,000 in Community Development Block Grant funds on behalf of the Children's Place and Parent Education Center. (5-18)

Action: Mayor Bouley opened the public hearing.

Public Testimony

Bethany Kohalmi, Children's Place Board of Directors member, indicated that she is in favor of this proposed resolution.

There being no further public testimony, the Mayor closed the hearing.

- G. Resolution authorizing the City Manager to submit an application in an amount of up to \$110,000 and to accept, appropriate, and administer grant proceeds of up to \$110,000 in Community Development Block Grant on behalf of the Women's Club of Concord. (5-19)

Action: Mayor Bouley opened the public hearing.

Public testimony

Lisa Schermerhorn, Women's Club past president, indicated that she is grateful for this opportunity explaining that they have had this house available to them for over 100 years in which they house women in transition. Rita Blanchette, Women's Club treasurer was present.

There being no further public testimony, the Mayor closed the hearing.

- H. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept, appropriate, and administer grant proceeds of up to \$500,000 in Community Development Block Grant funds on behalf of the Capital Regional Development Council. (5-20)

Action: Mayor Bouley opened the public hearing.

Public Testimony

Roy Schweiker, resident, referenced the Main Street project indicating that this project is receiving tax credits/grants but an agency is taking 20 percent to handle this for the city. He asked if the same could be done here in which the city could receive 20 percent for their expenses for managing the grant.

There being no further public testimony, the Mayor closed the hearing.

- I. Resolution re-adopting the City of Concord's Housing and Community Development Plan. (5-21)

Action: Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- J. Resolution re-adopting the City of Concord's Anti-Displacement and Relocation Plan. (5-22)

Action: Mayor Bouley opened the public hearing.

Public Testimony

Roy Schweiker indicated he has concerns that the resolution says what you get but doesn't say who eligible to receive it. He noted that he feels that this resolution should include how it's determined that someone is eligible for displacement assistance; how long do they have to have been there.

Mayor Bouley questioned whether Mr. Schweiker had seen the Displacement and Relocation Certification dated September 10, 2012 which indicated three years.

There being no further public testimony, the Mayor closed the hearing.

- K. Resolution accepting and appropriating the sum of \$41,000 from the sale of the Triacca property to Equity Trust, Inc., as previously authorized by Resolution #8632; together with report from the Conservation Commission. (5-23)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- L. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index; together with report from the Purchasing Manager. (5-24)

Action: Action: City Manager Tom Aspell provided a brief overview.

Councilor Blanchard inquired as to the salary of this position. Doug Ross, Purchasing Manager, responded that the current Purchasing Agent position has a salary range of \$40,600 to \$58,900 and the requested Purchasing Agent II position would range from \$47,000 to \$68,300.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- M. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34, Personnel Rules and Regulations, Article 34-11, Leave, Section 34-11-3, Injury Leave; together with report from the Human Resources and Labor Relations Director. (5-25)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

June 10, 2013 Public Hearing Action

39. Resolution authorizing the City Manager to enter into a development and purchase and sales agreement with the Siena Bodwell Joint Venture Group to accomplish the following 1) to purchase a +/- 2.7 acre parcel from the State of New Hampshire, identified as MBL 111E-1-12 for \$955,000 and a \$1,100 administrative fee with the costs for this purchase being borne by the Siena Bodwell Joint Venture Group; and 2) to sell +/- .58 acres of City of Concord land identified as MBL 111E-1-17 and MBL 111E-1-18 to the Siena Bodwell Joint Venture Group to allow for the Siena Bodwell Joint Venture Group's construction of certain public improvements identified as City CIP #39 and the development of +/- 31,000 square feet of commercial real estate, Loudon Road; together with a report from the Deputy City Manager – Development. (5-12)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

40. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing, and Parking, Conant Drive; together with report from the Parking Manager and the Traffic Engineer. (5-14) (*Public testimony received*)

Action: Councilor Nyhan moved approval. The motion was duly seconded.

Councilor Nyhan indicated that there are traffic flow improvements that can happen in the Abbott-Downing School area: to encourage the school district to assess/take action to route bus traffic turning right onto Conant Drive; the drop off area within the school needs to be deeper within the school property rather than closer to the South Street right of way. He noted that he is asking, in addition to voting on this ordinance, Engineering to submit a memo to the school district asking them to revisit these issues. He stated that he is not making an amendment but wanted to speak to the fact that he would like to encourage Engineering staff to engage the school district to address these two concerns.

City Manager Tom Aspell noted that he doesn't feel it should be the Engineering Department and feels that it should be the City Council. He stated that he doesn't know if it's proper for a division of the Community Development Department to tell the school board what they should or shouldn't be doing and feels that it would be better coming from the Council.

Mayor Bouley indicated that there is a city/school committee and suggested that the recommendations be items that would be discussed before this committee. He feels this to be the most efficient way to address these concerns.

The motion to approve passed with no dissenting votes.

41. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking; Article 18-1, Stopping, Standing, and Parking; Section 18-1-7, Parking Prohibited During

Certain Hours and Months in Designated Places, Schedule IX, Abbot Downing Elementary School area. (5-15) (*Public testimony received*)

Action: Councilor Nyhan moved approval. The motion was duly seconded.

Councilor Coen inquired as to when the signage would be installed. Mr. Aspell responded that it would be sometime in the summer, before the school season.

The motion passed with no dissenting votes.

42. Resolution to discontinue completely West Locke Road, a Class VI local highway, in Concord New Hampshire; together with report from the City Planner. (5-16)

Action: Councilor Nyhan moved approval. The motion was duly seconded.

Councilor Coen noted his curiosity with the legality of how the city is proceeding with this in regards to one of the owners approval. City Solicitor Jim Kennedy responded that to discontinue a roadway in the city is a statutory process explaining that it's not a matter of conveyances or anything of that nature. He stated that as long as proper notice went out fourteen days to the hearing to the abutter and the City Council is conducting a public hearing, the City Council therefore is obliged, if it seeks to, in accordance with RSA 231:43 to discontinue a Class VI road.

The motion to approve passed with no dissenting votes.

43. Resolution authorizing the City Manager to submit an application in an amount of up to \$190,000 and to accept, appropriate, and administer grant proceeds of up to \$190,000 in Community Development Block Grant funds on behalf of the Belknap-Merrimack County Community Action Program; together with report from the Assistant for Special Projects. (5-17)

Action: Councilor Bouchard moved approval. The motion was duly seconded and passed with no dissenting votes.

44. Resolution authorizing the City Manager to submit an application in an amount of up to \$200,000 and to accept, appropriate, and administer grant proceeds of up to \$200,000 in Community Development Block Grant funds on behalf of the Children's Place and Parent Education Center. (5-18)

Action: Councilor Blanchard moved approval. The motion was duly seconded.

Councilor Kretovic noted that one of the items that they could not cover in this grant was the need for new playground equipment for preschool children. She asked the community to open up the hearts to see if there is something in their backyard that they could donate to the preschool.

Councilor St. Hilaire noted that a citizen that testified commented as to whether the city takes a percentage to help fund the city's portion of administering the funds and asked for an answer to this question from staff. Matt Walsh, Assistant for Special Projects, responded yes explaining that the city has the ability to assess what's called an administrative fee up to a certain percent of the grant. He indicated that they typically take \$20,000 to \$25,000 of the grant and use it to cover the cost of city staff that are involved in managing the grant as well as a consultant that they use to also prepare and help administer the grants for the city.

The motion to approve passed with no dissenting votes.

45. Resolution authorizing the City Manager to submit an application in an amount of up to \$110,000 and to accept, appropriate, and administer grant proceeds of up to \$110,000 in Community Development Block Grant on behalf of the Women's Club of Concord. (5-19)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

46. Resolution authorizing the City Manager to submit an application in an amount of up to \$500,000 and to accept, appropriate, and administer grant proceeds of up to \$500,000 in Community Development Block Grant funds on behalf of the Capital Regional Development Council. (5-20)

Action: Councilor Kretovic moved approval. The motion was duly seconded.

Councilor Keach urged city staff to attempt to secure the city's debt.

Councilor Nyhan noted that normally when Council sees these types of items it's for some entity in the community that provides a service and is he is having a difficult time seeing the needs. City Manager Tom Aspell responded that this is for the purpose of economic development and that there are a certain amount of dollars available for economic development purposes. He explained that this is a special category which is for the purposes of creating low to moderate income jobs. Councilor Nyhan asked if the business entity is going to renovate it so they can pay back taxes and continue to pay taxes on an ongoing basis. Mr. Aspell responded that it's to get another business to come in and replace that business.

Councilor Bouchard inquired whether the new entity that is coming in will provide the same type of business. Mr. Walsh responded that the business is currently in the health, wellness and recreation field and they have a facility that is located in the greater Manchester area that is very successful and has been around for decades.

Councilor DelloIacono asked, for clarification, that this grant and money is not being transferred until after the real estate is closed and then this will be administered to the new owner. Mr. Walsh responded that this money wouldn't go in until all the other new financing

for this particular project goes in. He added that there is an extensive list of guaranties that the borrower is going to have to agree to.

Mayor Bouley reminded everyone that this is a resolution which is authorizing the City Manager to submit an application.

Councilor Kretovic indicated that she made the motion in support of this application specifically because not only is it probably the best option going forward for the racquet club based on financial circumstance that they are in today but it protects the current jobs that are here. She stated that it's not just job expansion it's the 50 plus people that work there today with the opportunity to have a job tomorrow.

Councilor McClure inquired whether the previous grant that was to the racquet club was under the other program. Mr. Walsh responded that what they are talking about is a community development block grant that comes from the state; mechanism to get the money to transfer to CRDC who in turns transfers it to the new buyer. He explained that the amount of money before, \$82,000, was actually a loan that was made through the city's revolving loan fund program.

The motion to approve passed with no dissenting votes.

47. Resolution re-adopting the City of Concord's Housing and Community Development Plan. (5-21)

Action: Councilor McClure moved approval. The motion was duly seconded and passed with no dissenting votes.

48. Resolution re-adopting the City of Concord's Anti-Displacement and Relocation Plan. (5-22)

Action: Councilor St. Hilaire moved approval. The motion was duly seconded and passed with no dissenting votes.

49. Resolution accepting and appropriating the sum of \$41,000 from the sale of the Triacca property to Equity Trust, Inc., as previously authorized by Resolution #8632; together with report from the Conservation Commission. (5-23)

Action: Councilor McClure moved approval. The motion was duly seconded and passed with no dissenting votes.

50. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index; together with report from the Purchasing Manager. (5-24)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

51. Ordinance amending the Code of Ordinances, Title V, Administrative Code; Chapter 34, Personnel Rules and Regulations, Article 34-11, Leave, Section 34-11-3, Injury Leave; together with report from the Human Resources and Labor Relations Director. (5-25)

Action: Councilor St. Hilaire moved approval. The motion was duly seconded.

Councilor Blanchard noted that it indicates that the amount has been reduced by the state legislature and inquired as to how much it has cost the city because of this. Jen Johnston, Human Resources and Labor Relations Director, responded that the legislative body reduced the indemnity benefit from 67 to 60 percent and that 7 2/3 percent is what the city picked up in a supplement since that time. She explained that the supplement for the past two years has been approximately \$3,000 to \$4,000.

The motion to approve passed with no dissenting votes.

Appointments by the Mayor

Reports

New Business

Unfinished Business

52. Resolution approving the granting of a conservation easement to the Society for the Protection of New Hampshire Forests (SPNHF) on approximately 114 acres of land southerly and easterly of Gully Hill Road, as approved by the Conservation Commission; together with report from the Conservation Commission. (6-17) (7-36B; 7-38) (8-53) (9-39)(10-31) (11-43) (12-42) (1-52) (2-49) (3-37) (4-36) (5-57) (*Action on this item tabled following a July 9, 2012 public hearing*)

Action: Item remains on the table.

53. Resolution amending the official map so as to establish the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue; together with report from the Assistant City Planner. (1-16) (2-33I; 2-42) (3-39) (4-37) (5-58) (*Action on this item tabled following a February 2013 public hearing*)

Action: Item remains on the table.

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Items

Councilor St. Hilaire moved to suspend the rules to consider items not previously advertised. The motion was duly seconded and passed with no dissenting votes.

6 Sus1 **Referral to the Golf Course Advisory Committee and the Recreation and Parks Advisory Committee**

Communication from Councilor Coen requesting consideration be given to amending the Code of Ordinances waiving golf/tee fees for Concord residents that are 90 years old and above.

Action: Councilor Kretovic moved to refer this communication to the Golf Course Advisory Committee and the Recreation and Parks Advisory Committee. The motion was duly seconded and passed on a voice vote.

Adjournment

The time being 8:31 p.m., Councilor DelloIacono moved to enter into non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

*Michelle Mulholland
Deputy City Clerk*



7-6

JA

*Non-public meeting in accordance with RSA 91-A:2, I(b)
to meet with legal counsel to be held at 6:15 p.m.*

City Council Meeting
Draft Minutes
June 20, 2013
City Council Chambers
7:00 p.m.

1. Mayor Bouley called the meeting to order at 7:00 p.m.
2. Roll Call. Councilors Bennett, Blanchard, Bouchard, Mayor Bouley, Councilors Coen, DelloIacono, Grady Sexton, Kretovic, McClure, Nyhan, Patten, St. Hilaire, Shurtleff and Werner were present. Councilor Keach was excused.
3. Labor Relations Committee report relative to the City Manager's evaluation, in accordance with Section 21(b) of the City Charter. (5-7) *(Vote taken at the May 13, 2013 Council meeting, contract to be approved in June)*

Action: Mayor Bouley explained that Council has already taken the vote as to whether the City Manager's performance was satisfactory or unsatisfactory in which Council voted satisfactory. He noted that the next phase is a one year agreement running through the fiscal year.

Councilor St. Hilaire moved to approve the one year agreement. The motion was duly seconded.

Mayor Bouley thanked City Manager Tom Aspell noting that he feels that he has done an outstanding job this past year and feels that this agreement reflects Council's desire to continue with Mr. Aspell's service.

The motion to approve the agreement passed with no dissenting votes.

4. Agenda overview by the Mayor.

- Consent Agenda Items -

5. **June 20, 2013 Public Hearings**

- A. Resolution fixing and determining the amount of money to be appropriated by the City of Concord for the fiscal year 2014 ending June 30, 2014. (5-26)

Action: There being no Council objection, all the public hearing titles were read together.

City Manager Tom Aspell provided a brief overview explaining that the budget he had presented to Council previously had an overall rate change of 3.10 and is now at 3.13; the adjustment has a total of \$7,900.

Mayor Bouley opened the public hearings for items A through F.

Public Testimony

Jill Rockey, Executive Director of the Crisis Center of Central NH, indicated that the City of Concord has been very generous to them over the years and wanted to take this opportunity to thank the Councilors. She noted that they are provided money every year for their shelter and highlighted statistics to show where the money is going towards: in 2012 they served a total of 1,197 victims, of these 338 were from Concord; in 2012 they serviced 761 victims of domestic violence, 401 victims of sexual assault and 60 victims of stalking. She thanked the Council for their support.

Councilor Blanchard inquired as to the average length of stay for women and children in the shelter. Ms. Rockey responded that the average stay is approximately 9 months with some that stay less and some that stay longer.

Roy Schweiker, resident, noted that he wants to propose the addition of an additional position for a neighborhood parking enforcement officer to be a part time position noting that he feels that the city needs to start enforcing parking in the neighborhoods more vigorously. In regards to the city's leaf collection process, he suggested moving two of the collection days from the spring to the fall since there are more collection days in the spring than there are in the fall. Mr. Schweiker suggested that, in lieu of giving Intown Concord money, the city give them a contract to handle the parking in the south end of Storrs Street stating that he feels that they need to be set free and operate for the benefit themselves and downtown and make better use of this parking than the city does. Lastly, he suggested making the cold weather shelter like the McKenna House and ask individuals who show up there for a contribution and if they don't have any money then it's fine and they can volunteer time; further suggesting cutting the contribution to \$5,000 this year unless they implement this.

Tanya Rochette, Intown Concord, thanked Council for their support explaining that one of the things that they do with the dollars they receive is to help facilitate events that bring the community together such as Market Days and the Upstairs Downtown Walking Tour.

Allan Herschlag, resident, spoke in regards to the repairs that Council is going to voting on the funding for on Memorial Field. He stated that the concern he has is that there is already equipment and materials stockpiled at Memorial Field and it is his understanding that no money has been allocated. He asked how it's possible that a contractor would have already started preparing for work that hasn't been approved by the Council. He indicated that there is no current plan for Memorial Field and without a plan, how is it known that the money that they are spending in repairs will meet the needs of the city's recreation and athletic community in future years. He asked how is it known that the

\$400,000 that is being considered for approval for repairs will not be temporary in nature and that there will not be a need for them to be changed in a few years to meet the future needs of the community or the goals of a future master plan.

Councilor St. Hilaire inquired whether Mr. Herschlag was for the resurfacing of the parking area and not the other items. Mr. Herschlag responded that he doesn't have a problem with resurfacing the parking lot if there is a level of confidence that, when they expand the parking lot, this parking lot will be part of the expansion and that it will not have to be taken apart and redone.

There being no further public testimony, the Mayor closed the hearings for items A through F.

- B. Resolution amending the amount of money to be appropriated by the City of Concord for the fiscal year 2014 ending June 30, 2014. (*Not previously distributed*)

Action: Public hearing for this item taken with item A.

- C. Resolution closing and completing certain capital projects; rescinding/de-authorizing appropriations; returning funds to their sources; and transferring, reappropriating or otherwise making remaining balances available for future purposes; together with report from the Senior Accountant. (5-28)

Action: Public hearing for this item taken with item A.

- D. Resolution for the bonded projects within the Capital Budget for Fiscal Year 2014 (July 1, 2013 to June 30, 2014) hereby is authorizing and approving the expenditure of \$9,018,000 and authorizing the issuance of \$9,018,000 in bonds and notes for various capital projects more specifically identified below and in the attached worksheet 1; together with report from Deputy City Manager – Finance. (5-29)

Action: Public hearing for this item taken with item A.

- E. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines and Penalties, Water Rates. (5-30)

Action: Public hearing for this item taken with item A.

- F. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines and Penalties, Sewer Rates. (5-31)

Action: Public hearing for this item taken with item A.

June 20, 2013 Public Hearing Action

6. Resolution fixing and determining the amount of money to be appropriated by the City of Concord for the fiscal year 2014 ending June 30, 2014. (5-26)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

7. Resolution amending the amount of money to be appropriated by the City of Concord for the fiscal year 2014 ending June 30, 2014. (*Not previously distributed*)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

8. Resolution closing and completing certain capital projects; rescinding/de-authorizing appropriations; returning funds to their sources; and transferring, reappropriating or otherwise making remaining balances available for future purposes; together with report from the Senior Accountant. (5-28)

Action: Councilor Bouchard moved approval. The motion was duly seconded and passed with no dissenting votes.

9. Resolution for the bonded projects within the Capital Budget for Fiscal Year 2014 (July 1, 2013 to June 30, 2014) hereby is authorizing and approving the expenditure of \$9,018,000 and authorizing the issuance of \$9,018,000 in bonds and notes for various capital projects more specifically identified below and in the attached worksheet 1; together with report from Deputy City Manager – Finance. (5-29)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

10. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines and Penalties, Water Rates. (5-30)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

11. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines and Penalties, Sewer Rates. (5-31)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

Comments, Requests by Mayor, City Councilors

Councilor Kretovic reminded everyone that an event called Midsummer Night Magic is being held in downtown tomorrow.

Mayor Bouley reminded residents that there are still 491 dogs that still need to be licensed in the city. He encouraged people to come into the Clerk's Office to license their dogs to avoid a \$25.00 fine for an unlicensed dog within the city.

Consideration of Suspense Items

Councilor Nyhan moved to consider the suspense item not previously advertised. The motion was duly seconded and passed with no dissenting votes.

6 Sus1 Resolution authorizing the City Manager to withdraw from the Concord Regional Solid Waste/Resource Recovery Cooperative; together with report from the Solid Waste Advisory Committee.

Action: City Manager Tom Aspell provided a brief overview explaining that the Joint Cooperative Board of the Concord Regional Solid Waste Resource Recovery Cooperative is having a meeting on June 26th and at this meeting they need to really make a determination from all the member communities whether or not to continue to participate in the solid waste agreement between the cooperative and Wheelabrator. He indicated that he would like to be able to have the authority to make a decision whether or not the city should continue in that cooperative and to do so he believes it's appropriate for the Council to make the decision as to whether or not they should grant him the authority.

Councilor Blanchard moved approval of the resolution. The motion was duly seconded and passed with no dissenting votes.

Adjournment

Councilor Nyhan moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

Michelle Mulholland
Deputy City Clerk



7-6
TAA

City Finance Committee Minutes
June 17, 2013
City Council Chambers - 7:00 PM

Attendance: Mayor Bouley; Councilors Blanchard, Kretovic, McClure, DelloIacono, Coen, St. Hilaire, Shurtleff, Bennett, Nyhan, Bouchard, Keach. Councilors Grady-Sexton and Werner were excused. Councilor Patten was absent.

The Mayor opened the meeting and stated that this meeting was to review the FY 2014 Capital Budget and Bonded Debt, followed by a Finance Committee Work Session.

On a motion made and seconded, the draft minutes from the June 8, 2013 Finance Committee Meeting were amended and unanimously approved.

Bonded Debt: Deputy City Manager-Finance Brian LeBrun provided a brief overview of bonded debt and transfers in the proposed FY 2014 Budget.

Councilor Nyhan inquired about transfers from the Arena Fund. Staff responded that the transfer is to cover debt service incurred by the General Fund for locker room improvements.

The Mayor opened a public hearing on this portion of the budget. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Bonded Debt portion of the budget as proposed. The motion passed with a unanimous voice vote.

Capital Improvement Program (CIP) Budget: City Manager Aspell made some brief opening remarks. Specifically, he noted that a public hearing was held on the out-years and that suggestions made during that hearing were included within the proposed ten-year CIP. The Manager also noted that the CIP overview is typically provided by Matt Walsh, Assistant for Special Projects. However, Mr. Walsh has come down with a medical ailment which would make it difficult to make a presentation this evening.

Manager Aspell noted that some items have an asterisk next to them. The asterisks denote that the money will be appropriated separately from the FY 2014 budget process.

Airport:

- CIP #53, Localizer, \$73,000. The project will install lights and other improvements on the localizer; a component of an Instrument Landing System (ILS) that provides runway centerline guidance to aircraft.
- CIP #73, Parallel Taxi Way 12/30, \$1.339 million. Project is for Phase I construction, which is the southern portion of the taxiway. Phase II is scheduled for FY 2015. This is the runway closest to Regional Drive.
- CIP #75, General Airport Facility Repairs, \$25,000. Project is for crack sealing of tie down area and repair of sprinkler deficiencies.
- CIP #77, Snow Removal Building and Equipment, \$303,000. For purchase of a new front end loader.
- CIP #471, Fuel Farm, \$9,631. Project features installation of a new pump for self-serve AV Gas.

Arena:

- CIP #64, Arena Facility Improvements, \$221,806. Project entails roof repairs, replacement of the hot water systems, and repair of sprinkler deficiencies.

Bridges:

- CIP #22, Sewalls Falls Bridge, \$10,001,080. Project entails construction of a new bridge to replace the current Sewalls Falls Bridge. Anticipated design is a modern, two-lane roadway. Design was previously appropriated in FY 2012 in the amount of \$1.5 million. Relocation of the water main on the bridge was appropriated in FY 2013 in the amount of \$1.3 million.

City Engineer Ed Roberge discussed the status of the project. He explained that the project will be delayed due to ongoing negotiations related to historic preservation concerns stemming from the replacement of the 1930s truss bridge. Staff explained that the City conducts monthly inspections of the bridge in order to safeguard public safety. It was also noted that several interim repairs have been made to the bridge over the past few years. Several City Councilors expressed concerns about the four consulting parties to the Federal project review process.

Cemeteries:

- No Projects in FY 2014

Community Planning / Implementation:

- CIP #506, Historical Surveys, \$35,000. Project is a placeholder for potential grants which might be secured for historic evaluation of specific buildings or neighborhoods.

Downtown:

- No projects in FY 2014. However, Manager Aspell noted that the Low Avenue project was updated and the funding source changed to TIF due to potential future redevelopment of CVS and Phenix Hall properties.

Economic Development:

- CIP #508, Allied Leather Tannery, \$2.048 million. Project entails design and construction of a riverfront park, potential relocation of the Penacook Branch Library to the Tannery site, reconstruction of the Canal Street Municipal Parking Lot, and other improvements to Canal Street. Project is intended to complement the Weston Solutions Assisted Living Facility, should their plan move forward. Of total project cost, only \$25,000 will be appropriated at this time. Specifically, the \$25,000 will be used to complete analysis to petition FEMA to make amendments to Floodplain / Floodway maps for the Tannery's frontage on the Contoocook River. This will help facilitate redevelopment of the site once environmental cleanup is completed. The rest of the funding package will be appropriated at such time as the City enters into a Development Agreement with Weston Solutions or other developer.

Fire Vehicles:

- CIP #4, Fire Vehicles, \$535,000. Funds will be used to replace Engine 4, which was purchased in 2002.

Golf:

- CIP #107, Beaver Meadow Club House & Buildings, \$80,000. For various cosmetic improvements to the club house (\$20,000) and purchase of a golf simulator (\$60,000).
- CIP #235, Golf Course Grounds Improvements, \$40,000. For automatic ball dispenser (\$20,000) and for improvements to the teaching area (\$20,000).
- CIP #530, Golf Course Equipment, \$15,000. For replacement of the top dresser, which is used for maintenance of turf.

There was a brief discussion about the cosmetic improvements in CIP #107. Funds will be used for painting and other improvements. However, the project does not include refurbishment of the kitchen.

General Services Vehicles:

- CIP #121, Equipment Replacement Program, \$798,000. Project replaces 19 vehicles and pieces of equipment ranging from small items, such as winter sanding units and pick-up trucks, to large items such as a new \$250,000 front end loader.
- CIP #512, Emergency Vehicle Repairs, \$20,000. Funds will be used to finance unforeseen major repairs to critical vehicles / equipment.

Information Technology

- CIP #2, Information Systems Replacement / Upgrade, \$224,799.
 - \$84,000 for replacement of Police Mobile Computers. Replaced every 4 years.
 - \$20,000 for licensing agreements related to server upgrades. Updated every 4-5 years as dictated by software requirements.
 - \$25,000 for two core virtualization servers which will replace 25 physical servers. Replaced every 5 years.
 - \$30,000 for Storage Area Network (SAN) expansion for data storage and replication to offsite repository for business continuity (Fire Dispatch basement). 5 year replacement strategy.
 - \$20,000 for 16 laptops city-wide. Replaced every 4-5 years.
 - \$35,000 for 40 desktop computers. Replaced every 4-5 years.
 - \$10,000 for printer replacements.
 - \$5,000 for computer monitors.
- CIP #130, Photocopiers, \$28,500. For replacement of four photo copiers as follows: General Services Department at the COMF, Community Development - Code Administration, Parks & Recreation - Heights Community Center, and the Police Department).
- CIP #297, GIS, \$10,500. Project will update data layers. Manager Aspell noted that Tax Map updates have been delayed for second year in a row.

Intersections:

- CIP #283, Traffic Signals & Traffic Operations Improvements, \$95,000. For equipment replacement and pedestrian walk signal upgrades on North Main / Boutin (\$70,000); and for signal coordination on Water Street between Old Turnpike & Storrs Street (\$25,000).

Parking:

- CIP #403, Vehicle Replacement, \$30,000. For replacement of the Parking Division's pickup truck (a 2001 Ford Ranger). Project might be delayed pending the financial condition of the Parking Fund, or replaced with a less expensive pre-owned vehicle.
- CIP #432, Firehouse Block Garage Repairs, \$35,000. Project shall enclose the garage's stair tower with glass to protect the new concrete stairs.

Parks & Open Space:

- CIP #352, Open Space Protection, \$500,000. Placeholder for potential land purchases which might be identified & pursued during FY 2014.
- CIP #557, Memorial Field Facilities Improvements, \$400,000. For reclaiming and re-paving the parking lot (\$200,000); and for repair of the press box and construction of a new concessions stand (\$200,000).

Public Buildings:

- CIP #63, Citywide Recreation Improvements, \$250,000. For handicap ramp repair / replacement at the West Street Ward House (\$80,000); for repairs to all seven City pools (roofs on pool houses, chlorinator pumps, etc.) (\$162,000); and for sprinkler system repairs at the Green Street Community Center and West Street Ward House (\$8,000).
- CIP #65, City Hall Renovations, \$130,000. For repair / replacement of City Hall front steps; replacement of north entry stairs at City Hall Annex; and sprinkler repairs at the City Auditorium, Police Station, and City Hall.
- CIP #323, Combined Operations & Maintenance Facility (COMF) Improvements, \$161,000. For sprinkler system repairs (\$140,000) and for stair repairs at the loading dock (\$21,000).
- CIP #443, City-Wide Community Center, \$129,773. Funded by Recreation Impact Fees from all four Impact Fee Districts. Project consists of the design of the new city-wide multigenerational community center at the former Dame School. Specifically, the project will advance concepts from the January 2011 Needs Assessment to a 15% design, including floor plans, elevation renderings, and cost updates. Goal is to produce sufficiently detailed drawings which could be used to start a fundraising campaign.
- CIP #535, Emergency Facility Repairs, \$25,000. For emergency repairs to City buildings.
- CIP #551, Library Buildings Maintenance, \$20,000. For sprinkler system repairs at the Main Library on Green Street.

Public Safety:

- CIP #230, Opticom Replacement, \$12,500. City-wide replacement of failing opticom units on traffic lights.
- CIP #335, Thermal Imaging, \$30,000. Replacement of three thermal cameras. Phase 2 of 2. Units are replaced every 5-6 years.

- CIP #521, Firearms Range Improvements, \$60,000. For reconstruction of berms and retaining walls, as well as lead removal at the Police Department firing range.
- CIP #527, Cardiac Monitor Replacement Program, \$350,000. Replacement of units used on all apparatus with such equipment. Current units are 10 years old.

Sewer Collection:

- CIP #91, Sanitary Sewer Main Rehabilitation & Construction, \$190,000. For lining of sewer mains in Penacook on Village, Elm, Washington, Webster, Merrimack, Sanders, and Summer Streets, as well as a portion of Manchester Street (\$120,000); for maintenance of the sewer interceptor rights-of-way, including brush removal and erosion control (\$50,000); and for design of a new sewer main in Village Street near Thirty Pines, to be undertaken with CIP #35 (Route 3 North reconstruction) in 2015 (\$20,000).
- CIP #275, Pump Station Improvements, \$125,000. SCADA upgrades at all 8 pump stations, as well as electrical upgrades.
- CIP #410, COBRA Video Camera, \$80,000. Camera replacement, including hardware and software upgrades.

Sewer Treatment:

- CIP #89, Hall Street WWTP Odor Control, \$35,000. Replacement of six chemical feed pumps associated with the sludge holding tank scrubber.
- CIP #104, Hall Street WWTP Renovations, \$407,189. Facility needs assessment, electrical improvements, and fire alarm improvements. \$60,000 for pavement repairs.
- CIP #245, Emergency Plant Repairs, \$51,500. Funds for emergency repairs at the Hall Street or Penacook WWTPs.
- CIP #466, Penacook WWTP Renovations, \$450,000. For Phase II concrete repairs (Phase I undertaken in 2013), equalization tank valve repairs, pavement repairs, and electrical improvements.

Sidewalks & Streetscapes:

- CIP #460, Downtown Complete Streets, \$9.636 million. Of this total, the amount to be appropriated during the budget process is \$5.566 million, which represents the balance of the TIGER grant and related City match.

Manager Aspell noted that the City Council will hold a separate public hearing in July on the \$2.5 million Sears Block Tax Increment Finance (TIF) District bond due to specific requirements in State Law concerning appropriation of TIF funds.

Lastly, a decision on the City's Tax Credit application will be made on July 9th. Pending the results of that award, City Administration will return in August with an update and the necessary resolutions to appropriate the \$1.57 million in private match funds.

Solid Waste Management:

- CIP #483, Transfer Station Modifications, \$750,000. Place holder for potential changes to the transfer stations pending Solid Waste Contract RFP and negotiations with the Solid Waste Co-Op and Wheelabrator.

Storm Sewer:

- No projects in FY 2014.

Street Corridor Improvements:

- CIP #19, Loudon Road, \$1.527 million. For implementation of an access management plan and "road diet" to create a three-lane highway for that portion of Loudon Road between Hazen Drive and D'Amante Drive. All funding will be appropriated separate from the budget process when / if the \$1,372,500 Federal grant is awarded.
- CIP #35, Route 3 North, \$2.2 million. For Village Street between Stark Street and the Boscawen Town Line. Supplements \$1.735 million appropriated by the City Council in March.

Street Rehabilitation:

- CIP #78, Annual Highway Program, \$1,112,658. For Loudon Road, from D'Amante Drive to Route 106 (\$700,000); for East Side Drive, from Sugarball to North Curtisville Road (\$200,000); and for Mountain Road, Shawmut to Tow Path Lane (\$100,000). Balance of funds is for administrative costs.

There was a brief discussion about Christian Avenue and the East Side Drive / I-393 bridge. Specifically, it was suggested that the City and State work to coordinate repainting of pavement markings on East Side Drive. Discussion about on-street parking on Christian Avenue ensued and it was suggested that the location of the parking be switched to the opposite side of the road.

Streets—New Construction:

- CIP #18, Storrs Street, \$900,000. For acquisition of property to facilitate future extension of Storrs Street north to Constitution Ave / Horseshoe Pond. Project shall be financed by the NEOCTIF District. Funds to be appropriated separately from the budget process once P&S Agreements are in place with affected property owners.

There was a brief discussion about CIP #39 relative to the potential Windsor Square project and anticipated realignment of Old Loudon Road and D'Amante Drive.

Water Distribution:

- CIP #84, Clean & Line Water Mains, \$700,000. For cleaning and lining of 1,700 linear feet of water main in Sawmill Road and 2,700 linear feet of mains in Hopkinton Road.

- CIP #85, Water Main Replacement, \$100,000. Loudon Road water main replacement project. Project is for additional funds to supplement the FY 2013 appropriation of \$2.3 million. Project replaces 4,500 linear feet of 12" water main between East Side Drive and D'Amante Drive.
- CIP #244, Meter Improvements, \$104,000. Replacement of 850 water meters throughout the City.
- CIP #347, Water Storage Tank Repairs, \$40,000. Repairs to the Snow Pond Tank. Includes new interior coatings and valve replacements.
- CIP #448, Hydrant & Valve Replacement Program, \$54,200. For replacement of 8 hydrants (\$29,000); and for replacement of 6 valves (\$25,200). City-wide.

Water Treatment:

- CIP #88, Water Production Plant Upgrades, \$670,000. Chemical improvements Phase I (\$400,000); piping replacement in Carbon Building (\$100,000); electrical improvements (\$100,000); and roof repairs / replacement at the main plant (\$70,000).
- CIP #254, Emergency / Unanticipated Capital Equipment Replacement, \$50,000. For emergency repairs of structures and equipment at the Water Treatment Plant.
- CIP #332, Facility Security Measures, \$25,000. Placeholder for potential grant and City match.

This concluded review of the FY 2014 CIP. Manager Aspell noted that the total proposed CIP budget is \$37,244,636.

Finance Committee Work Session: Councilor Coen moved to add \$3,000 for weed control from Exit 14 on Water Street, north to Boutin Street / former Walker School; as well as on Loudon Road / Center Street between the Merrimack River and North State Street. Discussion ensued about the Program Change Request (PCR) #125 for Highways and Utilities in the amount of \$2,000 and for a slightly different geography. Manager Aspell suggested increasing this amount initially to \$4,000 to allow for application of spray and removal once the weeds are dead, as well as resources to re-spray in the spring in order to get on a regular cycle. A larger discussion of weed maintenance in City rights-of-ways ensued. Manager Aspell indicated that \$8,000 is already included in the budget for other areas of the City. Councilor Shurtleff seconded. The motion failed on a unanimous voice vote.

Mayor Pro-Tem St. Hilaire moved to start an expanded weed eradication program in spring 2015 in the amount of \$7,000. Councilor DelloIacono seconded. The motion carried on a unanimous voice vote.

The Mayor moved to fund PCR #78 in the amount of \$35,670 to upgrade a part-time Police Dispatcher to full-time. Mayor Pro Tem St. Hilaire seconded. The Mayor spoke in support of the motion. If approved, the Mayor would reduce the compensation adjustment line item by the commiserate amount to finance this proposed change. The amount was corrected to \$30,320 after consultation with Deputy City Manager LeBrun. The motion was amended to reflect this amount and carried unanimously on a voice vote.

The Mayor moved to remove \$30,320 from the compensation adjustment account. The motion was duly seconded and carried on a unanimous voice vote.

There was discussion about PCR #134 in the amount of \$900 for additional electrical outlets at the Perkins Chapel at the Blossom Hill Cemetery. Councilor Nyhan moved to add \$900 per PCR #134. Councilor Bennett seconded. The motion carried unanimously on a voice vote.

Deputy City Manager LeBrun indicated that the above amendments will add a 0.03% increase to the projected City tax rate increase. The tax rate increase is now projected at 3.13%.

The Mayor noted that the final public hearing on the budget is June 20th at 7PM. He invited the public to attend.

The meeting adjourned at 8:43PM.

Respectfully Submitted,

Matthew R. Walsh
Assistant for Special Project.

Bonenfant, Janice

From: Amanda Grady Sexton <amandakgrady@gmail.com>
Sent: Wednesday, June 19, 2013 10:42 PM
To: Bonenfant, Janice
Subject: Fwd: speed zone sign

Dear Janice,
Would you include this in the upcoming Council packet?
Thanks,
Amanda

----- Forwarded message -----

From: "Judi King" <judiking@comcast.net>
Date: Jun 19, 2013 9:18 PM
Subject: speed zone sign
To: "Amanda Grady Sexton" <amandakgrady@gmail.com>
Cc:

Amanda:

I don't mean to be a pain, but I hope you can help me with this one. I live directly across from "Walker School" between N. State and Bouton Streets, how do I petition for a speed zone sign on this part of Church Street? I have noticed the speeding for a long time. Cars come from N. State Street or down Church Street across N. State Street and as soon as they come across or turn onto this part of Church Street to get onto 393 they easily accelerate to 40-50 mph only to get to the stop sign at the end of the street to get onto 393. It has been a problem for a long time especially when the school was there. There is a lot of traffic many times coming out of the right of way egress between my property and Bennet's Funeral home and people getting in and out of cars for a funeral and with the SEIU traffic also. And then there is going to be the radio station with increased traffic--the speed at which the cars travel is ridiculous to get from one end of the street to the other. It's an accident waiting to happen. Everyone seems to be in a big hurry--but as a resident with my only egress and small children, I would like to have a speeding zone sign.

Can you advise me to how I go about this and who do I approach for this problem.

Thank you for listening and hope to hear from you soon.

Thank you,
Judi King



CITY OF CONCORD

In the year of our Lord two thousand and thirteen

AN ORDINANCE amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking, by creating a new Article 18-4, Miscellaneous, as follows:

18-4-1 - Powers Granted to the City Manager.

The City Manager or his/her designee shall have the authority to temporarily waive, modify, or suspend any and all parking regulations set forth within the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking; Articles 18-1, 18-2, and 18-3, on an as needed basis in order to facilitate construction of infrastructure improvements. Infrastructure improvements shall include, but not be limited to, construction or reconstruction of highways, sidewalks, utilities, and streetscape treatments such as street furnishings, lighting, and landscaping.

With as much advanced notice as practical, the City shall make reasonable efforts to notify the public of the temporary waiver, modification, or suspension of the parking regulations. The public notification process may include posting of the parking ordinance modifications on the City's website, Concord TV, providing notice to local media outlets, or other method as approved by the City Manager. Said waiver, modification, or suspension of parking regulations shall become effective immediately upon posting of signage describing said changes in the vicinity of the affected parking spaces. Specifically, signage shall be installed at the beginning point and end point of the affected area, and at reasonable intervals between the beginning and end points of the affected area. The termination of the temporary waiver, modification, or suspension of the parking regulations shall become effective immediately upon the removal of said signage. Notification of the termination of the temporary waiver, modification, or suspension of the parking regulations shall be the same as for its declaration.

SECTION II: This ordinance shall take effect upon its passage.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000





CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects

DATE: July 1, 2013

SUBJECT: Parking Ordinance Article 18-4

Recommendation:

- Accept the following report; and,
- Set the attached ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking; Article 18-4, Miscellaneous; Section 18-4-1, Powers Granted to the City Manager for public hearing on August 12, 2013.

Background:

Parking is regulated by a set of ordinances included within Title II, Chapter 18 of the City's Code of Ordinances. Article 18-1 regulates stopping, standing, and parking. Article 18-2 regulates restricted parking in residential areas. Article 18-3 regulates the City's metered parking system.

Discussion:

The attached ordinance will create Article 18-4 in the Code of Ordinances. This would be an entirely new ordinance. Section 18-4-1 within this new ordinance is designed to grant the City Manager or his/her designee the authority to temporarily waive, modify, or suspend any parking ordinances in connection with the construction of an infrastructure improvement project. Any change stemming from this ordinance will only take effect upon posting of signage within an affected area. The City will provide as much advanced notice as practical.

The genesis of this ordinance is the Downtown Complete Streets Project. Given the scope and duration of this project, the City Administration is acutely aware of the need to be able to quickly and nimbly respond to parking needs and concerns on an as needed basis in order to maintain and preserve commerce in the project area. This ordinance would give the City Manager that much needed flexibility, thus helping to support commerce in Downtown for the duration of the project. Once work in a specific area is completed, the emergency parking changes enacted by the City Manager would be lifted and the original ordinances restored.

While this ordinance change was necessitated by the Complete Streets Project, it has been broadly drafted to allow for us in other portions of the City on an as needed basis.

The City currently has an ordinance which allows the City Manager to declare parking maintenance bans under Article 18-1-22(c), however staff has determined that this ordinance is inadequate to provide the flexibility needed to address the parking issues which may arise during the Complete Streets Project. As the City Council is aware, if this ordinance is not passed, it would take the City a minimum of 60 days to modify any parking ordinances using the City Council's traditional public hearing process. Such a delay could be damaging for downtown commerce. Also, delaying the progression of construction activities in order to accommodate the traditional ordinance amendment process could unnecessarily prolong construction activities. Again, this too would not be in the best interests of downtown merchants.

For these reasons staff supports passage of this ordinance prior to start of construction of the Downtown Complete Street Project in September.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index, by deleting the following positions:

Position	Grade
Parking Manager	21
Assistant for Special Projects	23

SECTION II: Amend the CODE OF ORDINANCES, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index, by adding the following positions:

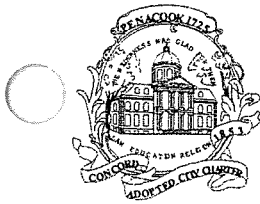
Position	FLSA	Grade
Revenue Account Specialist	Non-exempt	13
Parking Supervisor	Non-exempt	17
Director of Redevelopment, Downtown Services & Special Projects	Exempt	24

SECTION III: Amend the CODE OF ORDINANCES, Title V, Administrative Code; Chapter 35, Classification and Compensation Plan, Schedule D of Article 35-2, Class Specification Index, by amending the grade of the following positions:

Position	From Grade	To Grade
City Clerk	23	24
Deputy Fire Chief	23	24
Deputy Police Chief	23	24
Human Services Director	23	24

SECTION IV: This ordinance shall take effect upon its passage.





CITY OF CONCORD

17A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Jennifer Johnston, Director of Human Resources and Labor Relations

DATE: June 28, 2013

SUBJECT: Amend Schedule D to Add, Eliminate and Modify the Positions Specified in the Attached Ordinance

Recommendation

It is requested and recommended that the City Council accept this report and set a public hearing date in August for the proposed ordinance to amend Schedule D.

Background

The City Manager is requesting that the attached positions of Parking Supervisor, Director of Redevelopment, Downtown Services, & Special Projects, and Revenue Account Specialist be added to Schedule D of Article 35-2 of the City Code of Ordinances to address the needs of the Police Department-Parking Division, the City Administration Department and the Finance Department-Collections Division as described to the City Council during the FY 2014 budget deliberations.

Further, the City Manager is requesting that the attached positions of Parking Manager and Assistant for Special Projects be eliminated from Schedule D of Article 35-2 of the City Code of Ordinances to allow for the addition of the Parking Supervisor Position and the Director of Redevelopment Position, as described to the City Council during the FY 2014 budget deliberations.

Finally, the City Manager is requesting that the attached positions of Deputy Police Chief, Deputy Fire Chief, City Clerk and Human Services Director be modified in Schedule D of Article 35-2 of the City Code of Ordinances to allow for the elevation in labor grade from 23 to 24, as described to the City Council during the FY 2014 budget deliberations.

Discussion

The added positions have been classified as per the attached ordinance and will be added to schedule D in order to place them within the City's position classification system. The modified positions have been classified as per the attached ordinance and will be added to schedule D in order to place them appropriately within the City's position classification system.

In order to accomplish the aforementioned, the City Council would have to set a public hearing for August and then approve the positions as per the attached ordinance.

Respectfully Submitted,

Jennifer Johnston

cc: Thomas J. Aspell Jr., City Manager

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING THE SUM OF SEVENTY SIX THOUSAND EIGHT HUNDRED NINETY EIGHT DOLLARS (\$76,898) FOR THE PURPOSE OF INSTALLING FRANGIBLE MOUNTS AND A BEACON ON THE LOCALIZER FOR RUNWAY 17/35 INCLUDING SIXTY NINE THOUSAND TWO HUNDRED EIGHT DOLLARS (\$69,208) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA) AND THREE THOUSAND EIGHT HUNDRED FORTY FIVE DOLLARS (\$3,845) FROM THE STATE OF NEW HAMPSHIRE AND THREE THOUSAND EIGHT HUNDRED FORTY FIVE DOLLARS (\$3,845) FROM THE CITY OF CONCORD.

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, the project was noted as CIP #53 in the 2014 Capital Budget; and

WHEREAS, Resolution #8652 approved at the April 8, 2013 City Council meeting authorized the City Manager to apply for a grant in the amount up to \$73,000 and a total amount of \$76,898 is now necessary; and

WHEREAS, the additional \$3,898 is the cost for project administration by the City and Jacobs Engineering; and

WHEREAS, the City's share in the amount of \$3,845 was appropriated from Airport Capital Transfer; and

WHEREAS, this appropriation is for a purpose of which \$3,898 was not included in the FY2014 adopted budget, therefore Section 37 of the City Charter requires a two thirds roll call vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$76,898
be and is hereby appropriated as follows:

General Capital Fund

Community Development Engineering Services Division

Localizer Compliance\$76,898

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING THE SUM OF SEVENTY SIX THOUSAND EIGHT HUNDRED NINETY EIGHT DOLLARS (\$76,898) FOR THE PURPOSE OF INSTALLING FRANGIBLE MOUNTS AND A BEACON ON THE LOCALIZER FOR RUNWAY 17/35 INCLUDING SIXTY NINE THOUSAND TWO HUNDRED EIGHT DOLLARS (\$69,208) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA) AND THREE THOUSAND EIGHT HUNDRED FORTY FIVE DOLLARS (\$3,845) FROM THE STATE OF NEW HAMPSHIRE AND THREE THOUSAND EIGHT HUNDRED FORTY FIVE DOLLARS (\$3,845) FROM THE CITY OF CONCORD.

Page 2 of 2

2) Revenue is available as follows:

General Capital Fund

Federal Aviation Administration	\$69,208
New Hampshire Department of Transportation Bureau of Aeronautics	\$ 3,845
City of Concord – Airport Capital Transfer.....	\$ 3,845

- 3) Sums as appropriated shall be administered under the direction of the City Manager.
- 4) This resolution shall take effect upon its passage and grant award by the State of New Hampshire and the Federal Aviation Administration.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: June 19, 2013

SUBJECT: Municipal Airport Appropriating Resolution and Grant Agreements
– CIP #53 Localizer Compliance

Recommendation

Appropriate \$76,898 (\$69,208 Federal share, \$3,845 State share, and \$3,845 City share) in grant funds and reduce the City share in the amount of \$17,900 in capital transfer to \$3,845 for the installation of frangible mounts and a lighted beacon on the localizer to Runway 17/35 as programmed in the Capital Budget.

Authorize the City Manager to enter into a grant agreement with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics for the purpose of administering the installation of compliance equipment on the localizer at the airport.

Authorize the City Manager to enter into a grant agreement with the Federal Aviation Administration (FAA) for the purpose of installing the compliance equipment on the localizer and reimbursing them for this service.

Background

The city applied for a grant on May 23, 2013 to the Federal Aviation Administration (FAA) to upgrade the existing localizer so it complies with minimum standards within the runway object free area. The requested funding up to \$76,898 of which 90% is the federal share (\$69,208), 5% is the state share (\$3,845) and 5% is the city share (\$3,845).

In 2010, FAA reduced the approach flying minimums on Runway 17/35 which resulted in an expansion of the object free area. This resulted in the localizer within the object free zone. The localizer is owned and maintained by FAA.

FAA required a Runway Safety Determination Study be completed to recommend measures to comply with the safety requirements of the object free area.

Discussion

The study recommended the localizer be equipped with frangible mounts and a beacon be installed on the structure. This is an interim measure to maintain compliance until a permanent solution is approved when Runway 17/35 is reconstructed as programmed in the out years of the Capital Improvement Budget. Upon grant award, the City Manager will be authorized to enter into an agreement with NHDOT to provide overall project administration and FAA to perform the work on the localizer.

In the agreement with FAA, the City is required to pay 100% of the project cost up front to FAA and upon project completion can submit for reimbursement.

The project cost difference of \$3,898 requested herein for appropriation is the cost associated with project administration by City staff and Jacobs Engineering, the City's airport consultant.

MLD

K6
7-1-1

7-12

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING THE SUM OF ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) FOR THE PURPOSE OF CONSTRUCTING PHASE I OF THE PARALLEL TAXIWAY TO RUNWAY 12/30 INCLUDING ONE MILLION EIGHTY THOUSAND DOLLARS (\$1,080,000) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA) AND SIXTY THOUSAND DOLLARS (\$60,000) FROM THE STATE OF NEW HAMPSHIRE AND SIXTY THOUSAND DOLLARS (\$60,000) FROM THE CITY OF CONCORD AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR CIP #73.

PAGE 1 OF 2

The City of Concord resolves as follows:

WHEREAS, the project was noted as CIP #73 in the 2014 Capital Budget; and

WHEREAS, Resolution #8653 approved at the April 8, 2013 City Council meeting authorized the City Manager to apply for a grant in the amount up to \$1,340,000 and only \$1,200,000 shall be necessary to complete Phase I of the project and is included in a subsequent resolution; and

WHEREAS, the appropriating sum of \$1,200,000 includes \$30,377 as the contingency portion of the project to be used upon approval of FAA and NHDOT; and

WHEREAS, the Airport Advisory Committee recommends that the City Council approve this appropriation; and

WHEREAS, the City's portion in the amount of \$60,000 will be appropriated from Airport General Obligation Bonds; and

WHEREAS, RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution, which shall be taken by roll call vote.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$1,200,000
be and is hereby appropriated as follows:

General Capital Fund

Community Development Engineering Services Division

Construct Parallel Taxiway 12/30 CIP #73\$1,200,000

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING THE SUM OF ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) FOR THE PURPOSE OF CONSTRUCTING PHASE I OF THE PARALLEL TAXIWAY TO RUNWAY 12/30 INCLUDING ONE MILLION EIGHTY THOUSAND DOLLARS (\$1,080,000) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA) AND SIXTY THOUSAND DOLLARS (\$60,000) FROM THE STATE OF NEW HAMPSHIRE AND SIXTY THOUSAND DOLLARS (\$60,000) FROM THE CITY OF CONCORD AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR CIP #73.

PAGE 2 OF 2

2) Revenue is available as follows:

General Capital Fund

Federal Aviation Administration	\$1,080,000
New Hampshire Department of Transportation, Bureau of Aeronautics \$	60,000
City-General Obligation Bonds.....	\$ 60,000
Total	\$1,200,000

- 3) In order to meet said expenditure the City Treasurer, with approval of the City Manager, is authorized to issue up to \$60,000 in bonds and notes of the City of Concord under the Municipal Finance Act.
- 4) The discretion of the fixing of dates, maturities, rate of interest, form and other details of such bonds and notes and providing for the sale are hereby delegated to the City Treasurer.
- 5) The useful life of the improvements is expected to be in excess of twenty (20) years.
- 6) Sums as appropriated shall be administered under the direction of the City Manager.
- 7) This resolution shall take effect upon its passage and grant award by the State of New Hampshire and the Federal Aviation Administration.



CITY OF CONCORD

14A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: June 24, 2013

SUBJECT: Municipal Airport Grant Application – CIP # 73 Construct Parallel Taxiway 12/30, Phase I

Recommendation

Appropriate \$1,200,000 (\$1,080,000 Federal share, \$60,000 State share and \$60,000 City share) in grant funds for the purpose of constructing the easterly portion of the parallel taxiway for runway 12/30 programmed in the Capital Budget.

Authorize the City Manager to enter into a Grant Agreement for up to \$1,200,000 with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics to construct Phase I of the Parallel Taxiway to Runway 12/30 and to revise the total Grant Application request for Phase I and II to a total of \$3,031,847.

Background

The City applied for a grant on May 23, 2013 to the Federal Aviation Administration (FAA) to construct a parallel taxiway for Runway 12/30. The requested funding up to \$1,200,000 of which 90% is the federal share (\$1,080,000), 5% is the state share (\$60,000) and 5% is the city share (\$60,000).

The parallel taxiway eliminates the need to 'back' taxi on Runway 12/30 which is a safety concern. FAA design criteria notes that runways should have parallel taxiways to enhance operational safety and capacity (source: FAA Advisory Circular 150/5300-13, Airport Design). The parallel taxiway is included in the Conservation Management Agreement signed in 2001 and recommended in the 2006 Airport Master Plan.

The new taxiway will serve Runway 12/30 and will be approximately 3,600 feet long. The new taxiway pavement will be 35' wide and will have green in-pavement taxiway lighting on the centerline. The taxiway will be constructed with new pavement, base material and drainage. Grading adjacent to the taxiway will be required for drainage and to meet the FAA safety area criteria.

Discussion

The new taxiway will have an impact on some of the wildlife habitat with in the designated conservation zones. Staff and the City's consultant, Jacobs Engineering have coordinated with State and Federal agencies to approve a mitigation management plan to be implemented in phases over the next 5-10 years. This plan will be administered by the New Hampshire Department of Fish and Game. Once final mitigation costs are determined, the City will need to enter into an agreement with NHF&G to administer the Management Plan.

On May 23, 2013, the NHDOT applied for a grant application to FAA for the total project cost (Phase I and Phase II) in the amount of \$3,031.847. If FAA discretionary funds do become available, NHDOT will be able to secure these funds and to accelerate Phase II project construction pending appropriation of the local and State match.

The executed municipal grant agreement between the City and NHDOT will be for Phase I in the amount of \$1,200,000. Phase II funds are programmed in the FY2015 Capital Budget. The municipal agreement allows the City to provide construction administration for the project. Phase I construction is anticipated to begin in the fall of 2013 and completed in the spring of 2014.

MLD

CITY OF CONCORD

7-13

Bm
6-24-13

In the year of our Lord two thousand and thirteen

RESOLUTION ACCEPT AND APPROPRIATE TWO HUNDRED FIFTY-EIGHT THOUSAND TWENTY-FOUR DOLLARS (\$258,024) IN UNMATCHED GRANT FUNDS FROM THE OFFICE OF DOMESTIC PREPAREDNESS - STATE HOMELAND SECURITY PROGRAM AND LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM, FUNDS DESIGNATED FOR THE PURPOSE OF PURCHASING A SPECIALIZED RESPONSE / RESCUE VEHICLE.

The City of Concord resolves as follows:

- WHEREAS,** the Concord Police Department has received notification from the Office of Domestic Preparedness - State Homeland Security Program and Law Enforcement Terrorism Prevention Program that the City of Concord has been awarded a grant in the amount of two hundred fifty-eight thousand twenty-four dollars (\$258,024); and
- WHEREAS,** the Concord City Council approved Resolution #8601, adopted September 10, 2012, at their regular meeting authorizing the City Manager to apply for the above grant; and
- WHEREAS,** the Concord Police Department is required to use this grant funding to purchase a Specialized Response / Rescue Vehicle (Lenco "Bearcat" Model G3); and
- WHEREAS,** there is no financial match from the City required for the purchase of this vehicle; and
- WHEREAS,** the Central New Hampshire Special Operations Unit will be responsible for fuel and ongoing maintenance and repair costs of this vehicle; and
- WHEREAS,** this appropriation is for a purpose not included in the FY14 adopted budget, therefore Section 37 of the City Charter requires a two-thirds vote of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION ACCEPT AND APPROPRIATE TWO HUNDRED FIFTY-EIGHT THOUSAND TWENTY-FOUR DOLLARS (\$258,024) IN UNMATCHED GRANT FUNDS FROM THE OFFICE OF DOMESTIC PREPAREDNESS - STATE HOMELAND SECURITY PROGRAM AND LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM, FUNDS DESIGNATED FOR THE PURPOSE OF PURCHASING A SPECIALIZED RESPONSE / RESCUE VEHICLE

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Concord that:

1. The sum of\$258,024
be and is hereby appropriated as follows:

General Capital Fund

Police Department

Police Equipment (Vehicles)\$258,024

2. Revenue for this project is available as follows:

General Capital Fund

2013 Office of Domestic Preparedness,

State Homeland Security and

Law Enforcement Terrorism Prevention Program Grant.....\$258,024

3. Sums as appropriated shall be expended under the direction of the City Manager.
4. This resolution shall take effect upon its passage and grant award by the Office of Domestic Preparedness - State Homeland Security Program and Law Enforcement Terrorism Prevention Program.



John F. Duval
Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT

35 Green Street • 03301-4299

(603) 225-8600

FAX (603) 225-8519

www.concordpolice.com

17A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Chief John F. Duval - Police Department

DATE: June 17, 2013

SUBJECT: Office of Domestic Preparedness - State Homeland Security Program and Law Enforcement Terrorism Prevention Program Award

Recommendation - Through the City Manager, authorize the Police Department to accept and appropriate grant funding in the amount of \$258,024 from the Office of Domestic Preparedness - State Homeland Security Program and Law Enforcement Terrorism Prevention Program. This grant funding is to be used solely for the purchasing of a Specialized Response / Rescue Vehicle.

Background - The City of Concord is the State Capital and largest city in Merrimack County. The City also is home to the NH State Prison, US Federal Building, NH State Hospital and numerous other Federal, State, and County properties. The President and Vice-President of the United States have been recent visitors to the City, and we have been fortunate to host visits from Heads of State, United States Congressional members, and many other dignitaries. The City consists of approximately 64 square miles with a population of approximately 45,000 residents. The City encompasses every type of geographical area, from an urban downtown area, to suburban neighborhoods, to rural farmland and wooded areas.

The Concord Police Department is the largest municipal police agency in Merrimack County. The Police Department has primary response duties to critical incidents involving armed persons and other threats within the City. In addition, many of the neighboring communities rely upon the Concord Police Department to assist with manpower and equipment resources. The Concord Police Department is also an active participant in the Central NH Special Operations Unit (CNHSOU). The Concord Police Department is the primary stakeholder in the CNHSOU and currently has 10 members assigned to the CNHSOU including the Unit's Commanding Officer. The CNHSOU consists of over twenty membership communities that cover approximately 1,000 square miles, which makes this the largest land area coverage of any team in the State of New Hampshire. The CNHSOU, as a specialized Unit, responds to requests for assistance from not only the City of Concord but also other jurisdictions throughout the State.

Both the City of Concord and the CNHSOU have need for a Specialized Response and Rescue Vehicle. These types of vehicles are widely used throughout the law enforcement community and in particular with specialized response teams. This vehicle allows for enhanced response capabilities in a protected manner for the transport of personnel and equipment to barricaded,

suicidal and hostage situations, high risk warrants, high risk arrests and officer/citizen down rescues.

This vehicle would have the capability of responding to virtually any location in any weather or climate and would be armored to protect personnel from explosions and projectiles. The vehicle also features run-flat tires that are pneumatic, but have a built-in polymer tire on the rim to enable the vehicle to continue to respond even in case of puncture. All windows on the vehicle are glass clad polycarbonate, with explosion and projectile resistant capabilities.

The Resolution allowing the Concord Police Department to apply for grant funding to purchase this vehicle was approved during the City Council meeting held on 09/10/12 (Resolution #8601).

Discussion – The Office of Domestic Preparedness - State Homeland Security Program and Law Enforcement Terrorism Prevention Program has approved the Department's grant application and will provide funding in the amount of \$258,024 for the purchase of a Specialized Response / Rescue Vehicle. This grant will cover the full cost of the vehicle with no match from the City. The CNHSOU will bear responsibility for the maintenance, repair, and fuel costs associated with the use of this vehicle.

Research conducted on this style of vehicle has shown that one vehicle meets all of the requirements needed by both the City and the CNHSOU. This vehicle is the Lenco "BearCat" Model G3. Currently, there are no other vehicles in the State matching the capabilities of the G3. The availability of such a vehicle in Concord would allow for a rapid response to incidents occurring within the City and the surrounding communities, and also be an asset for use by the CNHSOU. Existing Department assets do not offer the level of protection, accessibility, diversity, and ease of deployment offered by the G3. Correspondence with Lenco has indicated that once the vehicle is ordered there is an approximate 6-9 month delivery time frame.

The City of Concord, in accordance with the grant award, will be the sole owner of this vehicle and responsible for its housing. The vehicle would, however, be available for use by the CNHSOU and other local agencies as needed under emergency and high risk situations.

The Concord Police Department will work closely with the Office of Domestic Preparedness, State Homeland Security Program and Law Enforcement Terrorism Prevention Program to ensure that all post award reporting requirements are met.

CITY OF CONCORD

Bm
6-27-
7-14

In the year of our Lord two thousand and thirteen

RESOLUTION

ACCEPT AND APPROPRIATE THE SUM OF TWENTY-SEVEN THOUSAND SEVEN HUNDRED SEVENTEEN DOLLARS (\$27,717) IN UNMATCHED GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE, EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM DESIGNATED FOR LAW ENFORCEMENT RELATED PROGRAMS.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the Concord Police Department has received notification from the United States Department of Justice, Office of Justice Assistance, Edward Byrne Memorial Justice Assistance Grant Program that we have been awarded a grant in the amount of twenty seven thousand seven hundred seventeen dollars (\$27,717); and
- WHEREAS,** the Concord Police Department desires to procure police equipment and training in the amount of \$23,000; and
- WHEREAS,** there is no match required for accepting these funds; and
- WHEREAS,** the Concord Police Department is entering into a Memorandum of Understanding with the Merrimack County Sheriff's Office to pass through the remaining \$4,717 to the County; and
- WHEREAS,** this appropriation is for a purpose not included in the adopted budget, therefore Section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The sum of\$27,717
be and is hereby appropriated as follows:

Miscellaneous Special Revenue Fund

Police Department

Police Equipment / Professional Development\$23,000

Due to Merrimack County\$ 4,717

Total.....\$27,717

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION

ACCEPT AND APPROPRIATE THE SUM OF TWENTY-SEVEN THOUSAND SEVEN HUNDRED SEVENTEEN DOLLARS (\$27,717) IN UNMATCHED GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE, EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM DESIGNATED FOR LAW ENFORCEMENT RELATED PROGRAMS.

Page 2 of 2

2. Revenue for this project is available as follows:

Miscellaneous Special Revenue Fund

United States Department of Justice

Edward Byrne Memorial Justice Assistance Grant\$27,717

3. Sums as appropriated shall be administered under the direction of the City Manager.
4. This resolution shall take effect upon its passage.



John F. Duval
Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT

35 Green Street • 03301-4299

(603) 225-8600

FAX (603) 225-8519

www.concordpolice.com

12A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Lieutenant Gregory S. Taylor, Police Department

DATE: June 17, 2013

SUBJECT: 2013 Edward Byrne Memorial Justice Assistance Grant Appropriation

Recommendation - Approve the attached resolution for \$27,717 in unmatched funding from the United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant Program.

Background – During the past several years, the Police Department has received grants from the United States Department of Justice, Office of Justice Programs, which have been used to make technological upgrades, purchase new equipment, and provide training for Department personnel. These awards have been shared with the Merrimack County Sheriff's Office who has also made technological enhancements with these funds.

Discussion – This grant will allow for the Concord Police Department to replace and update older technologies currently in use and also purchase new equipment needed to maintain our efforts in an ever changing law enforcement environment. In addition, these funds will be utilized to offset costs associated with providing enhanced training to Department personnel in specialized areas. As with prior years, there is no match required for this grant; however we again will have to enter into a Memorandum of Understanding with the County on programming and the allotment of the funds. Under this grant the Police Department will receive \$23,000 for technological upgrades, equipment purchases, and training, while the Merrimack County Sheriff's Department will receive \$4,717.00.

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CITY OF CONCORD

Bm
6-28-13

7-15

In the year of our Lord two thousand and thirteen

RESOLUTION APPROVING THE ACQUISITION OF APPROXIMATELY 270 ACRES OF OPEN SPACE LAND LOCATED NORTHERLY OF PORTSMOUTH STREET AND SOUTHERLY OF CURTISVILLE ROAD, AS RECOMMENDED BY THE CONSERVATION COMMISSION AND AFFIRMING THE ISSUANCE OF NINE HUNDRED AND SEVENTY-FIVE THOUSAND DOLLARS (\$975,000) IN BONDS OR NOTES UNDER RESOLUTION # 7661 OF THE CITY COUNCIL, ADOPTED ON SEPTEMBER 13, 2004.

PAGE 1 OF 2

The City of Concord resolves as follows:

- WHEREAS**, on April 12, 2004, the City adopted the provisions of RSA 36-A, re-establishing the Concord Conservation Commission with the power to acquire in the name of the City, subject to the approval of the local governing body, by gift, purchase, grant, bequest, devise, lease or otherwise, the fee in such land or water rights; or any lesser interest, development right, easement, covenant, or other contractual right, including conveyances with conditions, limitations or reversions, as may be necessary to acquire, maintain, improve, protect, or limit the future use of or otherwise conserve and properly utilize open spaces and other land and water areas within the City; and
- WHEREAS**, the 2013 – 2022 Capital Improvement Program (CIP) includes a recommendation to purchase land or easements for the purposes provided in RSA 36-A, noted as CIP #352; and
- WHEREAS**, Brian R. Bollinger and Larry R. Bollinger intend to convey one parcel of land containing approximately 94 acres legally described as Tax Map Parcel 113/3/3 and described in a deed recorded at the Merrimack County Registry of Deeds as Book 3359, Page 1674; and Kurt Meisner, Trustee of the Links Realty Trust, intends to convey two parcels of land containing approximately 176 acres of land on Tax Map Parcels 113/2/10 and 113/2/9, and described in a deed recorded at the Merrimack County Registry of Deeds as Book 2889, Page 1064, to the City; the cost for the three parcels is expected to be not more than \$975,000; and
- WHEREAS**, the property described above is located in the area known as the Broken Ground and the Master Plan 2030 recommends *"Public acquisition for most of Broken Ground in recognition of its diverse environment, its value as a large unfragmented habitat for a wide range of wildlife, as well as the range of recreational uses it offers to the public;"* and
- WHEREAS**, the Conservation Commission, under the provision of RSA 36-A, conducted a public hearing on March 20, 2013, after which the Conservation Commission members voted unanimously in the affirmative to exercise their authority with regard to contributing funds not to exceed \$975,000 from the Conservation Fund towards the purchase of the land including the cited parcels; and

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROVING THE ACQUISITION OF APPROXIMATELY 270 ACRES OF OPEN SPACE LAND LOCATED NORTHERLY OF PORTSMOUTH STREET AND SOUTHERLY OF CURTISVILLE ROAD, AS RECOMMENDED BY THE CONSERVATION COMMISSION AND AFFIRMING THE ISSUANCE OF NINE HUNDRED AND SEVENTY-FIVE THOUSAND DOLLARS (\$975,000) IN BONDS OR NOTES UNDER RESOLUTION # 7661 OF THE CITY COUNCIL, ADOPTED ON SEPTEMBER 13, 2004.

PAGE 2 OF 2

WHEREAS, Resolution # 7661, adopted by the City Council on September 13, 2004, appropriated the sum of \$5,000,000 to the Conservation Fund for the acquisition of conservation easements or open space land by the City and authorized the issuance of bonds and notes therefore, from which the Commission intends to apply the sum of \$975,000 towards the purchase of the property, including the costs incidental to the sale of bonds; and

WHEREAS, the Conservation Commission estimates that the closing costs and the fees related to the purchase of the property will be minimal, and the Commission intends to pay for the closing costs from current funds in the Conservation Trust previously appropriated by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The acquisition of the property as described above, by the Conservation Commission, at a cost to the City not to exceed \$975,000, is hereby approved, to be funded by bonds issued under Resolution # 7661, adopted by the City Council on September 13, 2004, in an amount not to exceed \$975,000, and incidental costs related to the transaction will be paid with available funds in Conservation Trust, as previously appropriated by the City Council.
- 2) This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Gloria McPherson, City Planner

DATE: June 26, 2013

SUBJECT: Proposed acquisition of approximately 270 acres of open space land located northerly of Portsmouth Street and southerly of Curtisville Road, as approved by the Conservation Commission, and the appropriation of up to nine hundred and seventy-five thousand dollars (\$975,000) in bonds or notes under resolution No. 7661 of the City Council, adopted on September 13, 2004, and the appropriation of up to fifty thousand dollars (\$50,000) from the Forestry Trust Fund.

Recommendation

Set a public hearing for the August 12, 2013 City Council meeting, for the proposed acquisition of approximately 270 acres of open space land located northerly of Portsmouth Street and southerly of Curtisville Road, as approved by the Conservation Commission, and the appropriation of up to nine hundred and seventy-five thousand dollars (\$975,000) in bonds or notes under resolution No. 7661 of the City Council, adopted on September 13, 2004, and the appropriation of up to fifty thousand dollars (\$50,000) from the Forestry Trust Fund.

Background

The property proposed for acquisition consists of three contiguous parcels of land located in the Broken Ground area of Concord, and is known as the Whispering Heights Subdivision. The Planning Board granted conditional approval of the subdivision in 2008, but the conditions of approval were not satisfied, the plan was never recorded, and the final extension of the subdivision approval expired on April 16, 2013.

The subdivision went through a lengthy, three-year Planning Board approval process that involved extensive public comment. During this approval period and after, public interest in acquiring the property increased and the Conservation Commission tried to negotiate the purchase of the land. A summary of the Conservation Commission actions are listed below:

- During the Planning Board approval process, a group of residents sent a letter to the City Council, urging the City to acquire the property. The request was referred to the Conservation Commission, and the Commission tried to negotiate a purchase. The owners expressed an interest in selling the land based on the value of the individual house lots proposed within the subdivision, which was approximately \$6 million. The parties could not agree on the value.

- In 2006, after receiving a second letter from residents urging the acquisition of the Broken Ground property, including both the Whispering Heights Subdivision land and the Hoag property to the east, the Commission sent a letter to the owners expressing their continued interest in purchasing the property.
- In 2008, the subdivision was listed on the MLS for approximately \$2.4 million. The Commission reviewed the possibility of purchasing the property and spoke with the owners, but the land was still too expensive for the Commission to consider acquisition.
- In July 2012, the Conservation Commission contracted with an appraiser to have the property appraised. Since the initial Planning Board application in 2005, the residential market in Concord has slowed significantly due to the recession. In 2013, the market for single-family residential lots does not support a subdivision of this scale. The owners have actively tried to sell the development, and the land has been listed at prices ranging from \$3.5 million to \$1.2 million. Only recently has the property approached a reasonable price for open space protection.
- In September 2012, the Conservation Commission received the appraisal and entered into negotiations with the landowners, based on the appraised value of the land.
- On March 20, 2013, the Conservation Commission held a public hearing regarding the acquisition of the Whispering Heights Subdivision property. The Commission took public testimony from approximately 25 people. After considering the testimony and discussion among the Commissioners, the Commission voted unanimously to purchase the property utilizing bonds and notes appropriated to the Conservation Fund, in an amount up to \$975,000, and also voted to utilize the funds available on deposit in the Conservation Trust Fund to cover any miscellaneous closing costs.
- The landowners had initially planned to conduct a one-time timber sale on the property to recoup some of the standing timber value. On May 8, 2013, the Conservation Commission discussed the possibility of a payment in lieu of logging and recommended that the City offer a payment of half the timber value that would have been removed, as determined by the City's licensed professional forester. The City's forester determined that half the value of the standing timber was approximately \$50,000.
- On June 12, 2013, the Conservation Commission unanimously voted to offer an additional \$50,000 to be paid from the Forestry Trust Fund, to compensate the landowners for half of the value they would have received from a timber harvest. This would keep the land in its current condition and allows the City the opportunity to extract the full timber value from the property at a later date, using the City's forester and done in a way that supports our forest management goals.

Discussion

Unique Features of the Property

The land is known for its scenic marsh off of Curtisville Road and also serves as the gateway to the Broken Ground land area. East Concord residents use the property informally for hiking, hunting and other outdoor recreational activities. The land is located in an area of Concord that is underrepresented in the amount of land that is permanently protected as open space. All residents of the City should have close and easy access to conservation land.

The 270-acre property includes 175 acres of buildable land, 53.4 acres of wetlands, 34.4 acres of steep slopes greater than 15%, 6.7 acres within the existing PSNH utility right-of-way, and 2.6 acres within an easement to Unitil.

In 2010, the Conservation Commission contracted with an ecologist to review priority areas for wildlife habitat within the City. The entire Broken Ground area of Concord was identified as a priority area for wildlife habitat. The report commented that this region contains "the largest unfragmented block, embedded with wetlands and open lands with habitat and connectivity for wide-ranging species." The area contains exemplary natural communities with high potential for rare species.

A Phase I-B archeological study was completed in February 2006 as part of the subdivision application, and two historic stone foundations were documented on the property.

Master Plan Consistency

The purchase of the Whispering Heights property is consistent with the Master Plan 2030 for the following reasons:

- The purchase would reduce the total amount of development in the Open Space Residential District directing growth to the areas served by municipal utilities within the urban growth boundary. This is consistent with the Future Land Use plan for the City of Concord.
- The property contains productive forest lands and wildlife habitat. The protection of these natural resources is noted as a goal in the Conservation and Open Space chapter of the Master Plan.
- The Conservation and Open Space chapter states the following in regards to the priorities for open space protection in the Broken Ground area: "*Public acquisition is recommended for most of Broken Ground in recognition of its diverse environment, its value as a large unfragmented habitat for a wide range of wildlife, as well as the range of recreational uses it offers to the public.*"
- The Conservation and Open Space chapter includes the following primary criteria for land acquisition, "*vulnerability to development or other alteration and the potential for immediate public utilization.*" The Master Plan goals further go on to recommend that "*All of the land not publicly owned or otherwise protected*" within the Broken Ground area be considered a priority for public land acquisition.

Funding

In 2004, the City Council appropriated \$5,000,000 to the Conservation Fund for the acquisition of conservation easements or open space land by the City and authorized the issuance of bonds and notes for open space acquisition, in accordance with New Hampshire RSA 79 A:25 (II). The Commission has used the bond on three occasions; in 2005 for the purchase of the Dimond Hill Farm conservation easement, in 2006 for the fee simple acquisition of agricultural land along the Merrimack River off of exit 16, and in 2012 for the purchase of the Maplewood Farm conservation easement. Of the \$5,000,000 in bonds appropriated to the Trust, \$3,460,000 remains for the purchase of land or easements. For the most part, the Commission relies on the money available in the Conservation Fund for open space purchases, which currently has a balance of \$609,491.

The Commission is proposing to bond the purchase of the Whispering Heights because the trust fund does not have enough money to support the entire purchase price at this time and interest rates are very low. A copy of the original resolution appropriating the \$5,000,000 in bonds and notes to the trust has been included with this report. Also attached is an estimated and projected debt service schedule on a \$975,000 20-year bond showing equal principal payments. The schedule was run assuming a coupon rate of 3.50%, a fairly conservative estimate based on current market conditions, however still subject to change. The equal principal payments schedule (as opposed to level debt service payments like a mortgage) was recommended by Finance.

The Conservation Commission may appropriate money from the Conservation Fund for purposes contained in RSA 36-A, which include the purchase of conservation land and easements. After a duly noticed public hearing on March 20, 2013, the Commission voted unanimously to purchase the property utilizing bonds and notes appropriated to the Conservation Fund, in an amount up to \$975,000, and also voted to utilize the funds available on deposit in the Conservation Trust Fund to cover any miscellaneous closing costs.

As part of the negotiations with the landowners, the Commission is proposing to offer an additional \$50,000 to be paid from the Forestry Trust Fund, to compensate the landowners for half of the value they would have received from a one-time timber harvest. This money was not included in the fiscal year 2014 budget and will need to be appropriated by the City Council at a public hearing. A separate resolution has been provided for the appropriation of these funds. The Forestry Trust Fund has a balance of \$471,441 and the funds may be used for forestry or trail related purchases. The fund trust will eventually be replenished when the City conducts its own timber harvest on the property in the future.

Summary

Appraised value of the land.....\$975,000

Total funding from the Conservation Fund.....\$975,000

Estimated standing timber value (liquidation value is \$120,000, but the value of timber to be removed from the site was about \$90,000).....\$120,000

Total funding from the Forestry Trust Fund
for timber.....\$50,000

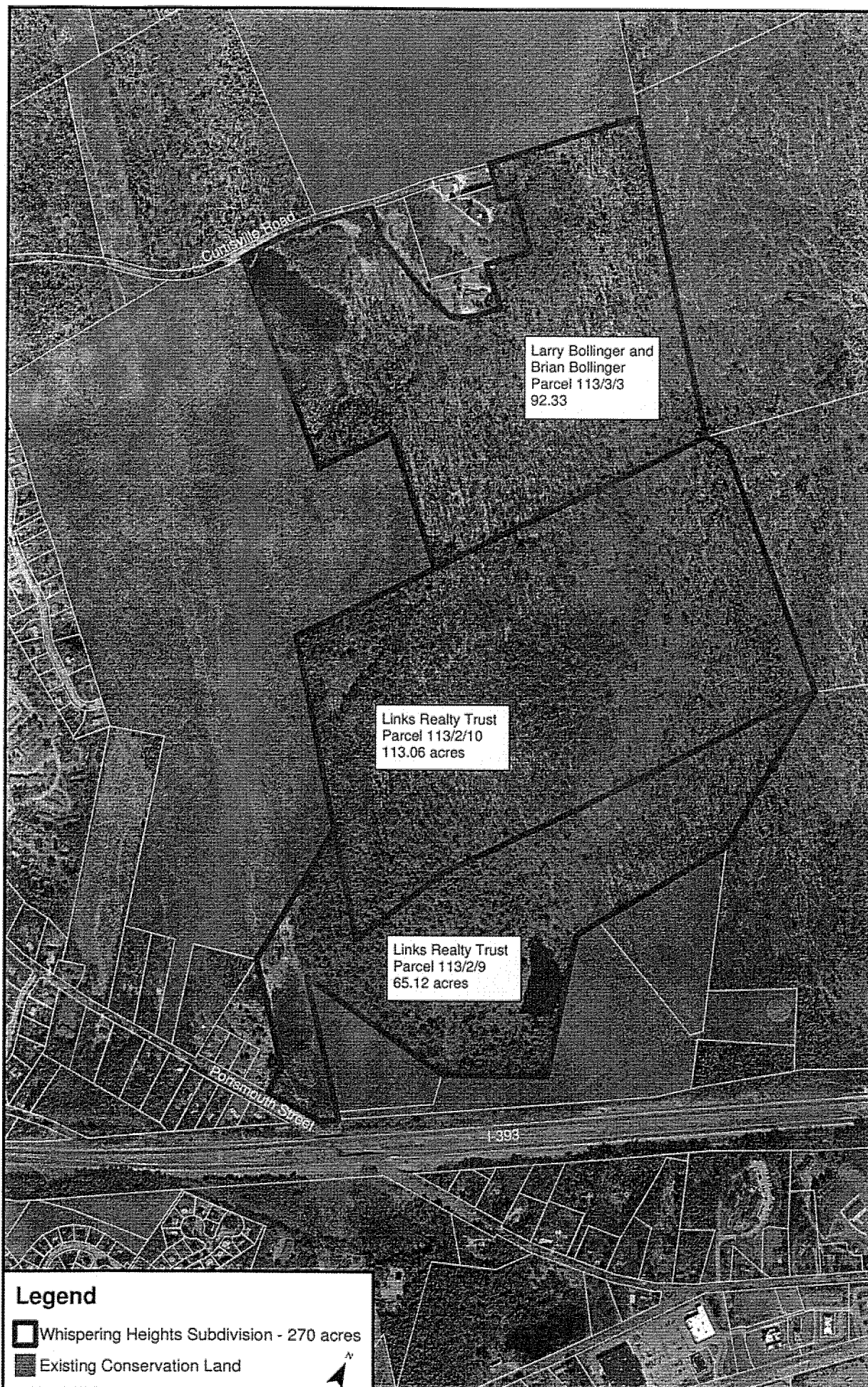
Next Steps

The Planning Division is working with the Legal Department to finalize a purchase and sale agreement. Once the P&S is signed, the City will perform an environmental analysis and title search of the property as part of its routine due diligence to ensure that there are no outstanding issues.

City of Concord, New Hampshire
\$975,000 General Obligation Bonds Dated January 15, 2014
Land Acquisition
Assumes Equal Principal - 20 Years @ 3.50%

Proposed Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/15/2014	-	-	-	-	-
07/15/2014	-	-	17,062.50	17,062.50	-
01/15/2015	50,000.00	3.500%	17,062.50	67,062.50	-
06/30/2015	-	-	-	-	84,125.00
07/15/2015	-	-	16,187.50	16,187.50	-
01/15/2016	50,000.00	3.500%	16,187.50	66,187.50	-
06/30/2016	-	-	-	-	82,375.00
07/15/2016	-	-	15,312.50	15,312.50	-
01/15/2017	50,000.00	3.500%	15,312.50	65,312.50	-
06/30/2017	-	-	-	-	80,625.00
07/15/2017	-	-	14,437.50	14,437.50	-
01/15/2018	50,000.00	3.500%	14,437.50	64,437.50	-
06/30/2018	-	-	-	-	78,875.00
07/15/2018	-	-	13,562.50	13,562.50	-
01/15/2019	50,000.00	3.500%	13,562.50	63,562.50	-
06/30/2019	-	-	-	-	77,125.00
07/15/2019	-	-	12,687.50	12,687.50	-
01/15/2020	50,000.00	3.500%	12,687.50	62,687.50	-
06/30/2020	-	-	-	-	75,375.00
07/15/2020	-	-	11,812.50	11,812.50	-
01/15/2021	50,000.00	3.500%	11,812.50	61,812.50	-
06/30/2021	-	-	-	-	73,625.00
07/15/2021	-	-	10,937.50	10,937.50	-
01/15/2022	50,000.00	3.500%	10,937.50	60,937.50	-
06/30/2022	-	-	-	-	71,875.00
07/15/2022	-	-	10,062.50	10,062.50	-
01/15/2023	50,000.00	3.500%	10,062.50	60,062.50	-
06/30/2023	-	-	-	-	70,125.00
07/15/2023	-	-	9,187.50	9,187.50	-
01/15/2024	50,000.00	3.500%	9,187.50	59,187.50	-
06/30/2024	-	-	-	-	68,375.00
07/15/2024	-	-	8,312.50	8,312.50	-
01/15/2025	50,000.00	3.500%	8,312.50	58,312.50	-
06/30/2025	-	-	-	-	66,625.00
07/15/2025	-	-	7,437.50	7,437.50	-
01/15/2026	50,000.00	3.500%	7,437.50	57,437.50	-
06/30/2026	-	-	-	-	64,875.00
07/15/2026	-	-	6,562.50	6,562.50	-
01/15/2027	50,000.00	3.500%	6,562.50	56,562.50	-
06/30/2027	-	-	-	-	63,125.00
07/15/2027	-	-	5,687.50	5,687.50	-
01/15/2028	50,000.00	3.500%	5,687.50	55,687.50	-
06/30/2028	-	-	-	-	61,375.00
07/15/2028	-	-	4,812.50	4,812.50	-
01/15/2029	50,000.00	3.500%	4,812.50	54,812.50	-
06/30/2029	-	-	-	-	59,625.00
07/15/2029	-	-	3,937.50	3,937.50	-
01/15/2030	45,000.00	3.500%	3,937.50	48,937.50	-
06/30/2030	-	-	-	-	52,875.00
07/15/2030	-	-	3,150.00	3,150.00	-
01/15/2031	45,000.00	3.500%	3,150.00	48,150.00	-
06/30/2031	-	-	-	-	51,300.00
07/15/2031	-	-	2,362.50	2,362.50	-
01/15/2032	45,000.00	3.500%	2,362.50	47,362.50	-
06/30/2032	-	-	-	-	49,725.00
07/15/2032	-	-	1,575.00	1,575.00	-
01/15/2033	45,000.00	3.500%	1,575.00	46,575.00	-
06/30/2033	-	-	-	-	48,150.00
07/15/2033	-	-	787.50	787.50	-
01/15/2034	45,000.00	3.500%	787.50	45,787.50	-
06/30/2034	-	-	-	-	46,575.00
Total	\$975,000.00	-	\$351,750.00	\$1,326,750.00	-



CITY OF CONCORD

Bm
6-28-13
7-16

In the year of our Lord two thousand and thirteen

RESOLUTION AUTHORIZING AND APPROPRIATING FIFTY THOUSAND DOLLARS (\$50,000) FROM THE FORESTRY TRUST FUND FOR THE PURCHASE OF TIMBER RIGHTS ON 270 ACRES OF LAND OFF OF CURTISVILLE ROAD AND PORTSMOUTH STREET KNOWN AS TAX MAP PARCELS 113/3/3, 113/2/10 AND 113/2/9, IN CONJUNCTION WITH THE PURCHASE OF THE HEREIN DESCRIBED PROPERTY

PAGE 1 OF 2

The City of Concord resolves as follows:

- WHEREAS,** Brian R. Bollinger and Larry R. Bollinger intend to convey one parcel of land containing approximately 94 acres located off of Curtisville Road and legally described as Tax Map Parcel 113/3/3 and described in a deed recorded at the Merrimack County Registry of Deeds as Book 3359, Page 1674; and Kurt Meisner, Trustee of the Links Realty Trust, intends to convey two parcels of land containing approximately 176 acres of land located off of Portsmouth Street and legally described as Tax Map Parcels 113/2/10 and 113/2/9, and described in a deed recorded at the Merrimack County Registry of Deeds as Book 2889, Page 1064, to the City; and
- WHEREAS,** as a condition of the negotiated sale of the property the landowners initially asked to conduct a one-time timber sale on the property to recoup some of the standing timber value; and
- WHEREAS,** the City Council did not agree to the one-time timber sale and wanted to discuss other options with the landowners; and
- WHEREAS,** the Conservation Commission discussed the possibility of a payment in lieu of logging at their meeting on May 8th and recommended that the landowners be offered a payment of up to half the value of the timber that would have been removed under a City supervised logging operation; and
- WHEREAS,** the City's licensed professional forester determined that half of the standing timber that would have been logged would be worth approximately \$50,000; and
- WHEREAS,** on June 12, 2013, the Conservation Commission unanimously voted to recommend offering \$50,000 to be paid from the Forestry Trust Fund to compensate the landowners for approximately half the value of the standing timber included in the proposed harvest; and
- WHEREAS,** this appropriation is for a purpose not included in the FY2014 adopted budget, therefore Section 37 of the City Charter requires a two thirds roll call vote of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION AUTHORIZING AND APPROPRIATING FIFTY THOUSAND DOLLARS (\$50,000) FROM THE FORESTRY TRUST FUND FOR THE PURCHASE OF TIMBER RIGHTS ON 270 ACRES OF LAND OFF OF CURTISVILLE ROAD AND PORTSMOUTH STREET KNOWN AS TAX MAP PARCELS 113/3/3, 113/2/10 AND 113/2/9, IN CONJUNCTION WITH THE PURCHASE OF THE HEREIN DESCRIBED PROPERTY

PAGE 2 OF 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$50,000
be and is hereby appropriated as follows:

Conservation Commission Fund

Planning Department

Purchase of Timber Rights.....\$50,000

- 2) Revenue for this project is available as follows:

Forestry Reserve.....\$50,000

- 3) Sums as appropriated shall be expended under the direction of the City Manager.
- 4) This resolution shall take effect upon its passage.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO THREE MILLION FOUR HUNDRED THOUSAND DOLLARS (\$3,400,000) IN NOTES TO REFINANCE OUTSTANDING LOANS OF THE CITY OBTAINED THROUGH THE STATE REVOLVING LOAN FUND TO ACHIEVE INTEREST COST AND OTHER SAVINGS.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the City of Concord previously issued state revolving loans administered by the State of New Hampshire Department of Environmental Services; and
- WHEREAS,** the City will save approximately \$281,321.52 over the remaining life of these loans; and
- WHEREAS,** the City Manager recommends proceeding with refinancing the below-cited debt; and
- WHEREAS,** RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond/notes resolution, which shall be taken by roll call vote.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The City Treasurer, with the approval of the City Manager, is authorized to borrow such amounts as may be necessary, not to exceed Three Million and Four Hundred Thousand Dollars (\$3,400,000), and to issue refinancing loans under RSA 33:3-d in order to refinance, all or a portion of, the outstanding state revolving loans, including without limitation the loans listed below.

<u>Issue</u>	<u>Date of Loans</u>
State Revolving Loan (CS-330157-05)	July 1, 2005
State Revolving Loan (CS-330157-06)	January 1, 2006

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO THREE MILLION FOUR HUNDRED THOUSAND DOLLARS (\$3,400,000) IN NOTES TO REFINANCE OUTSTANDING LOANS OF THE CITY OBTAINED THROUGH THE STATE REVOLVING LOAN FUND TO ACHIEVE INTEREST COST AND OTHER SAVINGS.

Page 2 of 2

- 2) The discretion of fixing the amount, dates, maturities, rates of interest, form and other details of such loans and the manner of sale of the same is hereby delegated to the City Treasurer.
- 3) The City Treasurer and the City Manager are authorized to enter into, execute and deliver such documents as are necessary to effect such refinancing, such documents to include, without limitation, a Loan Agreement; and such individuals are also authorized to take such other actions as may be necessary to effect this resolution.
- 4) This resolution shall take effect upon its passage.



CITY OF CONCORD

12A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Michael P. Jache, City Treasurer
DATE: June 21, 2013
SUBJECT: Refinancing State Revolving Loans

Recommendation

Recommend approval of the attached resolution refinancing two Department of Environmental Services State Revolving Loan Fund (SRF) loans in an amount not to exceed three million four hundred thousand dollars (\$3,400,000) for the City's Waste Water Fund.

Background

For many years the City has had the option of issuing loans for qualifying Water and Wastewater projects directly with the New Hampshire Department of Environmental Services SRF program. The two loans requested to be refinanced are (CS-330157-05) for the Sludge Dewatering Stabilization project issued on July 1, 2005 and (CS-330157-06) for the Penacook Wastewater Treatment Plant Modification project issued on January 1, 2006.

Discussion

The City recently completed a review of the two SRF loans identified above. The original issue amount of CS-330157-05 was \$4,465,787.90 dated July 1, 2005 with an interest rate of 3.4575% and a remaining principal balance of \$2,062,744.50 and CS-330157-06 dated January 1, 2006 with an original amount of \$2,428,284.24 with an interest rate of 3.27% and a remaining principal balance of \$1,113,551.52. Upon approval of the attached resolution, these loans will be refinanced at lower interest rates (1.02%) thereby saving the City's Waste Water Fund approximately \$281,322 over the remaining term of the loan.

Cc: City Manager
City Clerk
Deputy City Manager for Finance

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CITY OF CONCORD

For
6-24-13

7-18

In the year of our Lord two thousand and thirteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF EIGHTEEN THOUSAND EIGHTY THREE DOLLARS (\$18,083) FROM THE NEW HAMPSHIRE CHARITABLE FOUNDATION FOR MANAGEMENT AND MAINTENANCE OF MUNICIPAL PROPERTY.

The City of Concord resolves as follows:

WHEREAS, on October 24, 2012 the City received notification from the New Hampshire Charitable Foundation of a grant award in the amount of \$18,083 to support projects that enhance the special character and vitality of Concord's downtown and its neighborhoods, and encourage citizen participation in municipal affairs and community life; and

WHEREAS, the City has determined that in conjunction with the new Heights Community Center the City will allocate \$12,000 for playground facility improvements and landscaping and \$6,083 for the planting of street trees; and

WHEREAS, these funds were received during Fiscal Year 2013, this appropriation shall be effective as of June 30, 2013; and

WHEREAS, this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. The sum of\$18,083
 be and is hereby appropriated as follows:

Special Revenue Fund

Heights Community Center Enhancements	\$12,000
Planting of Trees	\$ 6,083
Total	\$18,083

2. Said revenue shall be available as follows:

Special Revenue Fund

NH Charitable Foundation FY2013 Grant (Grant ID 83092).....	\$18,083
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3. Sums as appropriated shall be expended under the direction of the City Manager.

4. This resolution shall take effect retroactive to June 30, 2013.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects MPW
DATE: June 21, 2013
SUBJECT: FY 2013 New Hampshire Charitable Foundation Grant

Recommendations:

- Accept the following report; and,
- Set the attached resolution accepting and appropriating the sum of \$18,083 from the New Hampshire Charitable Foundation for public hearing on August 12, 2013.

Background:

On October 24, 2012 the City Administration received notification from the New Hampshire Charitable Foundation that the City has been awarded \$18,083 in unmatched grant funds *"to support projects that enhance the special character and vitality of Concord's downtown and of its neighborhoods, and that encourage citizen participation in municipal affairs and community life."*

The City has been receiving these funds from the Charitable Foundation for more than a decade.

Discussion:

As Council knows, the City typically receives an annual allocation from the New Hampshire Charitable Foundation for the purpose of undertaking special projects to improve the community.

City Administration recommends using the FY2013 installment as follows:

1. \$10,000 for repair / replacement of playground equipment at the Heights Community Center;
2. \$2,000 for installation of landscaping at the Heights Community Center; and,
3. \$6,083 for planting of street trees city-wide.

These projects will be managed by the Parks and Recreation Department and General Services Department.

CITY OF CONCORD

Bm 6-24-1

7-19

In the year of our Lord two thousand and thirteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF UP TO TWO HUNDRED SEVENTY FIVE THOUSAND DOLLARS (\$275,000) IN UNMATCHED FUNDS FROM THE STATE OF NEW HAMPSHIRE'S OIL DISCHARGE, DISPOSAL AND CLEANUP FUND (THE "ODD FUND") FOR ENVIRONMENTAL REMEDIATION OF CITY OWNED PROPERTY LOCATED AT 5, 11, 27, 31, AND 35 CANAL STREET, PENACOOK KNOWN AS THE FORMER AMAZON REALTY AND ALLIED LEATHER TANNERY SITES (CIP #508).

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the City owns certain properties located at 5 and 11 Canal Street, formerly known as the Amazon Realty L.L.C. site; and
- WHEREAS,** the City also owns certain properties located at 27, 31, and 35 Canal Street, known as the former Allied Leather Tannery site; and
- WHEREAS,** said properties are contaminated with petroleum products and require environmental cleanup in order to facilitate future redevelopment; and
- WHEREAS,** costs associated with remediation of petroleum contaminated products is eligible for reimbursement under the State of New Hampshire's Oil Discharge, Disposal and Cleanup Fund ("ODD Fund"); and
- WHEREAS,** no matching funds are required under the ODD Fund Program; and
- WHEREAS,** remediation of petroleum soils is part of a larger \$1.15 million cleanup effort, of which all other funds for this phase of the cleanup have been previously appropriated by the City Council; and
- WHEREAS,** this is a purpose for which funds are not included in the adopted budget of the City, therefore, Section 37 of the City Charter provides for this appropriation by a two-thirds vote of the members present.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$275,000
be and is hereby appropriated as follows:

General Capital Project Fund

City Administration

Allied Leather Tannery & Amazon Realty ODD Fund.....\$275,000

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF UP TO TWO HUNDRED SEVENTY FIVE THOUSAND DOLLARS (\$275,000) IN UNMATCHED FUNDS FROM THE STATE OF NEW HAMPSHIRE'S OIL DISCHARGE, DISPOSAL AND CLEANUP FUND (THE "ODD FUND") FOR ENVIRONMENTAL REMEDIATION OF CITY OWNED PROPERTY LOCATED AT 5, 11, 27, 31, AND 35 CANAL STREET, PENACOOK KNOWN AS THE FORMER AMAZON REALTY AND ALLIED LEATHER TANNERY SITES (CIP #508).

Page 2 of 2

- 2) The sum of \$275,000
be and is hereby made available as follows:

General Capital Project Fund

City Administration

Allied Leather Tannery & Amazon Realty NHDES ODD Fund Grant..... \$275,000

- 3) These funds shall be available for any purpose associated with the environmental cleanup and redevelopment of the former Allied Leather Tannery Complex located at 27, 31, and 35 Canal Street, as well as the former Amazon Realty Lots at 5 and 11 Canal Street in order to prepare said parcels for future redevelopment.
- 4) These funds shall be expended under the direction of the City Manager.
- 5) This resolution shall take effect upon its passage.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects *MRW*
DATE: June 20, 2013
SUBJECT: CIP #508 Former Allied Leather Tannery: Acceptance of ODD Funds from the State of New Hampshire

Recommendation:

- Accept the following report; and,
- Set the attached resolution accepting and appropriating the sum of up to \$275,000 in unmatched funds from the State of New Hampshire's Oil Discharge, Disposal and Cleanup Fund (ODD Fund) for cleanup of city owned property located at 5, 11, 27, 31, and 35 Canal Street known as the former Allied Leather Tannery and Amazon Realty properties, CIP #508.

Background:

The City is preparing to undertake the final phase of environmental cleanup of the former Allied Leather Tannery and Amazon Realty Sites. The project will be put out to bid in July. Bids will be due in August. Work will likely commence around Labor Day and continue until winter shut-down in early December. Work will then resume and be completed in spring 2014.

This phase of environmental cleanup will entail:

- Excavation, removal, and disposal of 55,000 square feet of buried foundations;
- Excavation and re-processing of 6,300 cubic yards of crushed masonry backfill at the site;
- Removal and disposal of 475 cubic yards of buried tannery waste (leather);
- Removal and disposal of 1,463 tons of chromium contaminated soils;
- Removal and disposal of 286 tons of petroleum contaminated soils;
- Potential removal or re-encapsulation on site of 1,633 tons of Polynuclear Aromatic Hydrocarbon (PAH) contaminated soils (coal ash comingled with crushed masonry);
- Removal and disposal of 15 tons of Polychlorinated Biphenyl (PCB) contaminated soils;
- Construction of a retention pond for storm water treatment;
- Backfilling and grading the site for future private development.

The project will also include hauling city owned soil stockpiles located at South Commercial Street to the site for reuse as backfill, as well as disposal of lead contaminated soils associated with this stockpile.

The total cleanup budget for this phase of the project is approximately \$1.15 million, of which only \$224,000 are City funds. After consultant and permit fees, the total available budget for physical cleanup activities is approximately \$750,000. All other funds for this phase of cleanup activities have been previously appropriated by the City Council.

Discussion:

As described above, a portion of the cleanup work involves remediation of petroleum contaminated soils and groundwater.

Petroleum contamination at the site is eligible for funding from the NH Department of Environmental Services' Oil Discharge, Disposal and Cleanup Fund (or ODD Fund). This fund, which is capitalized by surcharges on heating oil and gasoline, exists essentially as a state-wide self-insurance program for property owners with petroleum facilities.

The current cleanup effort for petroleum related wastes is estimated to cost approximately \$175,000, including consultant fees and physical remediation activities. However, the staff recommends the City Council approve up to \$275,000 in order to provide a healthy contingency of should additional petroleum contamination be encountered at the site during cleanup activities.

In related news and separate from the current cleanup effort, staff has been working to seek reimbursement from the State for past City funds spent on petroleum contamination at the site between 2002 and 2011. Specifically, City Administration is seeking an additional \$173,000 to reimburse the City for those historical costs. Discussions have been ongoing with the State since last fall. Should the City's application be successful, staff will return to the City Council with the appropriate resolutions should they be awarded by the State of NH.

CITY OF CONCORD

Bin
6-27-17
7-20

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING FORTY-TWO THOUSAND FIVE HUNDRED DOLLARS (\$42,500) FOR THE PURCHASE OF SNACK BAR EQUIPMENT AND INCREASE OTHER OPERATING EXPENSES TO SUPPORT THE OPERATION OF THE SNACK BAR AT THE EVERETT ARENA.

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, the City was notified in April 2013 that Concord Youth Hockey elected not to extend its contract to operate the snack bar at the Everett Arena beyond June 2013; and

WHEREAS, the City procured a Request for Proposal process to secure a new vendor to operate the snack bar and received no bids; and

WHEREAS, the snack bar needs to be operational by August 18, 2013 to support the Arena operation; and

WHEREAS, overall revenue is projected to be approximately \$50,000 annually, producing an estimated \$7,500 net gain in the first year; and

WHEREAS, anticipated annual revenue from snack bar operations is more than sufficient to support first year equipment purchases and operations; and

WHEREAS, the Director has identified the need to begin work on this project; and

WHEREAS, this appropriation is for a purpose not included in the FY2014 adopted budget, therefore, Section 37 of the City Charter requires a two-thirds roll call vote of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING FORTY-TWO THOUSAND FIVE HUNDRED DOLLARS (\$42,500) FOR THE PURCHASE OF SNACK BAR EQUIPMENT AND INCREASE OTHER OPERATING EXPENSES TO SUPPORT THE OPERATION OF THE SNACK BAR AT THE EVERETT ARENA.

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$42,500
be and is hereby appropriated as follows:

Arena Fund

Snack Bar equipment	\$ 3,350
Compensation & Benefits	\$18,800
Snack Bar supplies	<u>\$20,350</u>
Total	\$42,500

- 2) Revenue is available as follows:

Arena Fund

Snack Bar Sales	\$50,000
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- 3) The useful life of the equipment is expected to be in excess of ten (10) years.
- 4) These funds shall be expended under the direction of the City Manager.
- 5) This resolution shall take effect upon its passage.



CITY OF CONCORD

72A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M Chesley, P.E., Director General Services Department

DATE: June 25, 2013

SUBJECT: Supplemental Appropriation to Raise \$42,500 for Staff to Operate the Snack Bar at the Everett Arena.

Recommendation

To approve the attached resolution. The Department recommends the arena operate the snack bar concessions inside the Everett Arena and to raise and appropriate \$42,500 to operate the concession for fiscal year 2014 to be offset by revenue generated through its operation.

Background

The snack bar concession at the arena is currently run by Concord Youth Hockey. Their agreement expires the end of June of this year and youth hockey notified the arena manager in April that they would not be renewing their agreement. The arena manager worked with the Purchasing Division to put together an RFP for the operation of the snack bar. The RFP went out the month of May with no minimum bid and was advertised on the city website, posted at city hall, emailed to a bid house, Bid Ocean, that advertises for non-construction type of bids; advertised in the Concord Monitor under Legal Notices, and emailed to everyone on the Purchasing Department's bid list that had expressed an interest in the past on any concession services at the Everett Arena, Beaver Meadow Golf Course and Memorial Field.

Bids closed on Friday, May 31st and there were no bidders. Only the concessionaire at the Beaver Meadow Golf Course expressed any interest and came to view the snack bar at the arena but did not submit a bid. Discussions with the Purchasing Division concluded that it would not be productive to reissue the RFP to attempt to secure a prospective bidder.

Discussion

Comparables have been completed with other facilities similar in size and operation to the Everett Arena. Customers expect a snack bar to be open when they visit the facility. Staff has brought this before the arena advisory committee and they support having the arena operate the snack bar. Staff is confident that it has the infrastructure in place and the experience and recommends moving forward with the operation.

The snack bar would be staffed by dedicated part time snack bar personnel, with one lead person that would coordinate the day to day operation and be overseen by the arena manager who has operated a snack bar when managing another facility. The arena manager would work with the purchasing division on orders and have day staff stock when product is delivered. The city would be allowed to purchase under any of the State of New Hampshire food vendor contracts and a list and contact information has been provided to the arena manager from the purchasing manager. During the ice season the snack bar would be open Friday evenings, all day Saturday and Sunday and Wednesday evenings during high school hockey games. During the non-ice season the snack bar would be open during any shows hosted inside the arena.

In order to operate the snack bar it is necessary to raise and appropriate and additional \$42,500 as follows:

Capital Outlay (cash register, video monitoring, and snack machine).....	\$3,350
Compensation, including benefits (part time employees).....	\$18,800
Snack supplies.....	\$20,350

It is anticipated that the Snack Bar will generate approximately \$50,000 in total sales broken down as follows:

Food.....	\$24,000
Beverages.....	\$17,500
Vending Sales.....	\$8,500

Disruption of the operation of the snack bar would have an impact on revenue received by this enterprise fund during FY14 and would impact arena stakeholders. For ice operations this includes: Concord Youth Hockey (368 families), Concord High Boys and Girls varsity teams, Bishop Brady Boys and Girls varsity teams, Bow High varsity team, NHIAA Tournament Games and over 6,500 recreational skaters that utilize the arena each season. The arena stakeholders for non-ice events include the Home Show, Roller Derby, Cat Show, to name a few of the vendors that rent the arena for the 25 plus dry floor event days and the thousands of people that attend these events.

Cc Doug Ross
Jeff Bardwell

By 6-17-13

7-21

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION RESCINDING BOND AUTHORIZATION IN THE AMOUNT OF ONE HUNDRED SEVENTEEN THOUSAND SIX HUNDRED SEVENTY TWO DOLLARS AND FORTY TWO CENTS (\$117,672.42) FOR THE PENACOOK WASTEWATER TREATMENT PLANT.

The City of Concord resolves as follows:

WHEREAS on June 29, 2000 the City of Concord passed Resolution #7073 which authorized borrowing in the amount of \$39,800 to study the feasibility of the modifications to the Penacook Wastewater Treatment Plant; and

WHEREAS, on June 24, 2002, the City of Concord passed resolution #7331 which appropriated \$340,500 for the design of modifications to the Penacook Wastewater Treatment Plant; and

WHEREAS, on September 15, 2003, the City of Concord passed Resolution #7521 which authorized borrowing in the amount of \$3,930,000 for modifications to the Penacook Wastewater Treatment Plant; and

WHEREAS, the amount borrowed for the intended purposes for Resolution #7521 left \$117,672.42 as authorized unissued and is no longer needed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that

- 1) The sum of \$ 117,672.42
Be and is hereby de-authorized for bonding purposes.
- 2) This resolution takes effect retroactive to June 30, 2013.



CITY OF CONCORD

REPORT TO COUNCIL

FROM: Michael P. Jache, City Treasurer

DATE: June 11, 2013

SUBJECT: Rescind Penacook Waste Water bond authorization

Recommendation

Approve this resolution rescinding bond authorization for Penacook Waste Water project.

Background

In September 2003 the City of Concord authorized bonding or borrowing from the State Revolving Loan Fund \$3,930,000 (resolution # 7521) for modifications to the Penacook Waste Water Plant.

Discussion

The City of Concord applied for funds from the State of New Hampshire, Department of Environmental Services, in accordance with provisions of Chapter ENV-500 rules of the Department. The loan agreement was approved by the Governor and Executive Council on January 7, 2004.

The loan was awarded for up to the amount of \$3,930,000 and the actual cash drawdowns for the cost of the project totaled \$3,812,327.58 leaving an unspent balance on the project totaling \$117,672.42.



CITY OF CONCORD

7-22

TA

REPORT TO MAYOR AND THE CITY COUNCIL

DATE: June 26, 2013
FROM: Thomas J. Aspell, Jr., City Manager
SUBJECT: Citizen Comments

Recommendation:

Recommend City Council accept this report.

Background:

Attached for your information are citizen comments received during the past month.

/ss

Attachments



THE CONCORD REGIONAL TECHNICAL CENTER
CONCORD, NEW HAMPSHIRE
<http://theCRTC.net>

Bob Lebreux
Concord City Garage
311 North State Street
Concord NH, 03301

Director:
Steve Rothenberg

Support Staff:
Will Brunkhorst
Services Coordinator

Kathy Lavole
Kaleena Guzman
Administrative Assistants

Teaching Staff:
Automotive Tech:
Phil Bill
Scott Mayotte
Construction Tech:
John Hubbard

Cosmetology:
Kimberly Hannon

Criminal Justice:
Scott Lane

Culinary:
Bob McIntosh

Exploring Teaching:
Val Flanders
Jennifer Strong-Rain

Graphic Arts:
Tom Mungovan

Health Science:
Sharon Bean

Information Tech:
Joseph Messineo

June 17, 2013

Dear Bob,

Thank you for your willingness to volunteer and serve as an internship site for our automotive students throughout the year. Allowing them to have the opportunity to be out in the field and get first-hand knowledge from an industry professional is an amazing opportunity we are proud to be able to offer them. We appreciate your help and continued partnership more than you can imagine.

Unlike a traditional high school, one of the CRTC's core operation principles is to connect with industry at every level. Our ambition is to give students an educational experience that parallel industry in both content and flavor. At the end of the day, our students need to understand and speak your "language". If they don't, then we have not succeeded.

Without your guidance and volunteerism, we would never be able to achieve what we do. We cannot thank you enough.

Sincerely,

Steve Rothenberg
Director - Concord Regional Technical Center

Scott Mayotte
Automotive Instructor

Phil Bill
Automotive Instructor

Concord High School and Concord Regional Technical Center - Gene Connolly, Principal
170 Warren Street - Concord, NH 03301-2999
(Enter through the Fruit Street Entrance for The CRTC)
<http://thecrtc.net> info@thecrtc.net Tel. (603) 717-7654 Fax (603) 856-0183

Mr. David Gill
Parks and Recreation Director
14 Canterbury Road
Concord, NH

May 31, 2013

Dear Mr. Gill,

We are writing you to tell you how much we appreciate the service your Cemetery Director, Jill McDaniel provides to others. We had the pleasure last September to meet her at the Blossom Cemetery to discuss some of our ancestors who are resting eternally in a few of the Concord City Cemeteries. Ms. McDaniel could not have been kinder or more professional in working with us. Her attitude and graciousness reflect extremely well on the City of Concord and your department.

She is very knowledgeable about those entrusted to the care of your City in all the cemeteries and open with her knowledge. We appreciated that she knew where each cemetery is located, even the tiny Stickney Hill Cemetery which does not even have a road or path to it out in the rural area off Stickney Hill Road. We were able to have a new monument made to honor our ancestor Jonathan Stickney who died of small pox in 1792. Unfortunately some time ago the monuments in that cemetery had been damaged but she made a gallant effort to have some of the headstones pieced back together. We asked if we could replace the marker for Jonathan Stickney. She assisted with providing local monument makers names and then assisted by having the monument installed.

We appreciated all she did to help us and assist us in honoring our ancestor. She is a great ambassador for your city and definitely has a passion and a well developed talent for what she does.

With Sincere Appreciation,

Bill & Pam Dunfield

Bill & Pam Dunfield
47522 Beacon Square Drive
Macomb Twp, MI 48044-2588



CONCORD HOSPITAL

Center for Cardiac Care

Prevention • Diagnostics • Therapeutics • Surgery • Rehabilitation

May 21, 2013

Daniel Andrus, Fire Chief
Concord Fire Department
24 Horseshoe Pond Lane
Concord, NH 03301

Dear Fire Chief Andrus:

On behalf of Concord Hospital's Center for Cardiac Care, I would like to recognize your Concord Fire Department crew for their quality care and service. Because of their dedication and expertise, we achieved door-to-balloon times of 67 and 43 minutes for a patient admitted to our Emergency Department on April 27, 2013 and April 30, 2013, respectively.

National guidelines developed by the American College of Cardiology (ACC) and the American Heart Association (AHA) state that hospitals treating STEMI patients with emergency PCI should reliably achieve a door-to-balloon time of 90 minutes or less. Accomplishing this level of performance is truly an organizational challenge but together with your hard working and professional employees, Concord Hospital has been able to meet this challenge.

Studies have demonstrated strong associations between time to primary PCI and in-hospital mortality risk. Time is truly muscle. Because of our collaborative effort, interdisciplinary cooperation and coordination, we have substantially impacted door-to-balloon times, and thus, dramatically improved patient outcomes. Again, thank you.

Sincerely,

Joseph M. Conley
Chief Operating Officer

JMC:sb

Results based on total surveys received for May 2013

*City of Concord – City Clerk's Office
Customer Service Survey*

I received services related to (circle all that apply): (Total surveys completed: (17)

City Council Elections Vital Records Dog Licensing

() () (9) (7)

Voter Registration UCC Filings Other: General Information

() () (1) Bus Pass

Were you greeted promptly and friendly?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () (1) () (16)

Was your wait for service reasonable?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () () (17)

Was the staff person knowledgeable?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () () (17)

Was your transaction complete and accurate?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () () (17)

Comments and suggestion "No suggestions. None at all! A pleasant and quick process for our marriage license. Thanks!"

"Great service and quick!"

"Even at lunch time, I received prompt & courteous service."

"Thank You for your help."

"Everyone is always nice, it's a pleasure to come here!"

"It would be nice if people were able to pay dog licensing fees online. I think you would get a better response."

"Thank You again!" "Great and friendly."

"Have more fun party!"

"You have fantastic staff."





CITY OF CONCORD

TJA

REPORT TO THE MAYOR AND THE CITY COUNCIL

FROM: Jacqueline Whatmough
DATE: 06/14/13
SUBJECT: Authorization to expend the donation of \$500 from the Unitarian Benevolent Association as provided for under the pre-authorization granted by City Council.

Recommendation

It is recommended that City Council approve the acceptance and expenditure of the above cited monetary donation from the Unitarian Benevolent Association.

Background

Funds are requested to be expended under the authority established pursuant to resolution number 8120 adopted December 10, 2007.

The purpose of this gift, donation or grant as stated above are a condition of the grantor or benefactor and is consistent with and presents no conflict or obstacle to the accomplishment of city council goals, the code of ordinances or the operating functions of the department.

A copy of this communication has been sent to the grantor or benefactor for their information and with the thanks of the City Council and the citizens of the City of Concord.

Discussion

The Unitarian Benevolent Association has generously given our department \$500 to be used for teenagers at Christmas. This helps us to meet the many requests at Christmas for help with teen gifts, an age group that is most often underrepresented in donations and sponsorships. We are truly grateful for this support as are the families that we serve.

In the letter accompanying the check, the Unitarian Benevolent Association indicates that they have been supporting agencies like ours in the Concord community for over 150 years. We also recognize and appreciate the wonderful work that the Unitarian Benevolent Association continues to do in this community. We are proud that they think we are doing a good job with our program and are proud that they have chosen to support our program.

Cc: City Manager
City Clerk
City Controller
Unitarian Benevolent Association





City of Concord, New Hampshire
CONCORD PUBLIC LIBRARY
45 GREEN STREET • 03301-4257

7-24

12A

PATRICIA A. IMMEN
LIBRARY DIRECTOR
603-225-8670

TO: Honorable Mayor and City Council
FROM: Patricia A. Immen, Library Director
RE: Authorization to Accept Monetary Gifts Totaling **\$2,417.20** as
Provided for Under the Preauthorization Granted by City Council
DATE: June 25, 2013

Recommendation

It is recommended that City Council approve the acceptance and expenditure of the gifts to the Concord Public Library cited below for the purpose indicated:

Donor	Amount	Purpose
Concord Public Library Patrons	\$407.50	Fees paid by patrons to replace lost and damaged library materials from 05/25/2013 through 06/24/2013
Concord Public Library Patrons	-\$30.00	Correction to report approved by City Council on July 9, 2012 of fees paid by patrons to replace lost and damaged library materials.
Concord Public Library Patrons	-\$5.00	Correction to report approved by City Council on January 14, 2013 of fees paid by patrons to replace lost and damaged library materials
Concord Library Book Sale	\$929.70	Revenue from sale of used and donated books, audio materials and videos from 05/25/2013 through 06/24/2013
Budget Office – Teri Blouin	\$40.00	To purchase 2 books in memory of Bernard J. Bouchard
Concord Public Library Foundation	\$700.00	For purchase of books in honor of this year's Elizabeth Yates Award recipient
Concord Public Library Foundation	\$375.00	National Night Out book giveaway
TOTAL	\$2,417.20	

Background

1. Funds are requested to be expended under the authority established pursuant to Resolution #8120, adopted December 10, 2007.
2. The purpose of the gifts listed above is consistent with, and presents no conflict or obstacle to, the accomplishment of City Council goals, the Code of Ordinances, or the operating functions of the Concord Public Library.
3. No City match is required.
4. Funds have been received by the City of Concord, except as noted.
5. A letter of thanks on behalf of the City Council and the citizens of the City of Concord has been sent to donors listed above.

Discussion

Upon the City Council's approval of this report the materials indicated above will be ordered and placed in the Library's collection.

Cc: City Manager
Deputy City Manager for Finance
Controller
City Clerk



CITY OF CONCORD

JA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Kathryn H. Temchack, Director of Real Estate Assessments

DATE: June 12, 2012

SUBJECT: DRA Equalized Valuation & Tax Rate Comparison Report

Recommendation

Request that the Mayor and Council accept this report.

Background

The annual equalization survey conducted by the Department of Revenue Administration is performed so that comparisons of tax rates can be made between communities. Because every community is not assessing property at full market value every year, the ability to compare one community's tax rate to another is not possible without some type of adjustment. The equalization process adjusts each municipality's tax rate to full value as if all property was assessed at 100% of market value. The equalized tax rates may then be used to fairly compare tax rates between communities.

In past years a report for the entire state was submitted that allowed for a tax rate ranking amongst all communities in the state. This year there are pending appeals of equalization ratios by some communities and until those appeals are decided the other equalized tax rates have not been released.

Comparing surrounding communities three are lower and five are higher. Loudon, Chichester, and Webster's tax rates are lower with Canterbury, Boscawen, Bow, Pembroke, and Hopkinton having higher tax rates.

The Merrimack County report is attached for your review.

Discussion

None.

EQUALIZATION SURVEY WITH UTILITIES AND RAILROAD ~ BY COUNTY

PAGE 1 OF 2

MERRIMACK COUNTY	MODIFIED LOCAL ASSESSED VALUATION	DRA INVENTORY ADJUSTMENT	EQUALIZED ASSESSED VALUATION	EQUALIZED PAYMENT IN LIEU OF TAXES *	EQUALIZED RAILROAD TAX	TOTAL EQUALIZED VALUATION INCLUDING UTILITIES AND RAILROAD
ALLENSTOWN	269,697,371	-47,189,175	222,508,196	176,073	0	222,684,269
ANDOVER	267,848,854	-8,685,601	259,163,253	8,653	0	259,171,905
BOSCAWEN	278,804,839	-52,041,730	226,763,109	13,888	320	226,777,317
BOW	1,064,109,763	-29,389,419	1,034,720,344	3,355	5,257	1,034,728,956
BRADFORD	220,266,748	-1,871,887	218,394,861	28,106	0	218,422,967
CANTERBURY	246,434,002	57,553	246,491,555	239,806	0	246,731,361
CHICHESTER	299,262,405	-44,163,852	255,098,553	0	0	255,098,553
CONCORD	3,909,976,233	-32,496,064	3,877,480,169	21,708,069	6,139	3,899,194,377
DANBURY	109,639,331	79,066	109,718,397	0	0	109,718,397
DUNBARTON	306,814,135	-44,066,937	262,747,198	806,171	0	263,553,369
EPSOM	408,212,827	-33,905,101	374,307,726	1,004,635	0	375,312,361
FRANKLIN	570,554,850	-81,075,887	489,478,963	5,902,865	0	495,381,828
HENNIKER	392,027,209	-35,999,800	356,027,409	1,292,392	0	357,319,801
HILL	107,360,230	-28,221,996	79,138,234	545,652	0	79,683,886
HOOKSETT	1,664,814,554	-183,972,535	1,480,842,019	26,447	5,320	1,480,873,786
HOPKINTON	660,050,378	-61,000,951	599,049,427	4,787,466	0	603,836,893
LOUDON	533,626,492	-27,462,276	506,164,216	4,016,060	0	510,180,276
NEW LONDON	1,087,527,143	57,877	1,087,585,020	0	0	1,087,585,020
NEWBURY	695,748,508	-1,476,807	694,271,701	34,124	0	694,305,825
NORTHFIELD	281,195,756	4,367,994	285,563,750	1,923,674	0	287,487,423
PEMBROKE	622,404,215	-54,604,906	567,799,309	1,237,517	0	569,036,825
PITTSFIELD	266,474,160	-45,408,385	221,065,775	258,352	0	221,324,127
SALISBURY	127,072,405	-4,841,589	122,230,816	1,101,937	0	123,332,753
SUTTON	268,989,650	-81,164	268,908,486	977	0	268,909,463
WARNER	283,815,085	-26,435,613	257,379,472	706,285	0	258,085,757
WEBSTER	233,749,710	-41,478,902	192,270,808	385,320	0	192,656,127
WILMOT	178,828,411	-727,887	178,100,524	43,517	0	178,144,041
COUNTY TOTALS	15,355,305,264	-882,035,974	14,473,269,290	46,251,341	17,034	14,519,537,665

*Flood control, forest, recreation lands and others.

EQUALIZATION SURVEY WITH UTILITIES AND RAILROAD ~ BY COUNTY

PAGE 2 OF 2

MERRIMACK COUNTY	2012 LOCAL TAX RATE	2012 EQUALIZATION RATIO	FULL VALUE TAX RATE	% PROPORTION TO COUNTY TAX	% PROPORTION TO STATE TAX
ALLENSTOWN	\$24.21	119.7	\$29.03	1.5337%	0.1463%
ANDOVER	\$18.03	100.0	\$18.51	1.7850%	0.1703%
BOSCAWEN	\$21.05	123.5	\$25.74	1.5619%	0.1490%
BOW	\$29.07	97.9	\$29.08	7.1265%	0.6798%
BRADFORD	\$22.69	100.0	\$22.80	1.5043%	0.1435%
CANTERBURY	\$25.83	100.0	\$25.55	1.6993%	0.1621%
CHICHESTER	\$20.16	116.8	\$23.50	1.7569%	0.1676%
CONCORD	\$24.37	100.0	\$24.18	26.8548%	2.5616%
DANBURY	\$23.22	100.0	\$23.07	0.7557%	0.0721%
DUNBARTON	\$21.37	110.7	\$24.64	1.8152%	0.1731%
EPSOM	\$20.50	108.4	\$22.17	2.5849%	0.2466%
FRANKLIN	\$22.22	117.1	\$25.20	3.4118%	0.3254%
HENNIKER	\$28.61	109.0	\$30.89	2.4610%	0.2347%
HILL	\$18.95	128.4	\$25.23	0.5488%	0.0523%
HOOKSETT	\$22.32	112.0	\$24.44	10.1992%	0.9729%
HOPKINTON	\$28.19	107.8	\$30.47	4.1588%	0.3967%
LOUDON	\$20.54	104.4	\$21.33	3.5138%	0.3352%
NEW LONDON	\$15.03	100.0	\$14.99	7.4905%	0.7145%
NEWBURY	\$14.61	100.0	\$14.62	4.7819%	0.4561%
NORTHFIELD	\$25.96	96.5	\$24.81	1.9800%	0.1889%
PEMBROKE	\$26.84	107.0	\$29.08	3.9191%	0.3738%
PITTSFIELD	\$30.44	120.8	\$36.21	1.5243%	0.1454%
SALISBURY	\$24.15	98.9	\$24.39	0.8494%	0.0810%
SUTTON	\$21.57	100.0	\$21.50	1.8521%	0.1767%
WARNER	\$25.24	109.5	\$27.56	1.7775%	0.1696%
WEBSTER	\$18.37	116.4	\$22.06	1.3269%	0.1266%
WILMOT	\$20.29	100.0	\$20.32	1.2269%	0.1170%
COUNTY TOTALS	\$22.98	106.1	\$24.04	100.00%	9.5387%

**2012 SCHOOL SET-OFF DISTRICTS TOTAL EQUALIZED VALUATION
FOR SCHOOL PURPOSES**

MUNICIPALITY	TOTAL EQUALIZED VALUATION <u>INCLUDING</u> UTILITIES USED TO APPORTION LOCAL SCHOOL TAX	TOTAL EQUALIZED VALUATION <u>NOT</u> <u>INCLUDING</u> UTILITIES USED TO APPORTION STATE SCHOOL TAX	BASE VALUATION FOR DEBT LIMIT FOR SCHOOL PURPOSES ONLY
CONCORD - CONCORD UNION SCHOOL DISTRICT	3,523,682,117	3,470,796,150	3,504,077,088
PENACOOK - MERRIMACK VALLEY SCHOOL DISTRICT	378,849,360	306,727,702	376,740,181
LOUDON SCHOOL DISTRICT	506,824,917	500,127,680	502,808,857



CITY OF CONCORD

17A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Patricia A. Immen, Library Director

DATE: June 13, 2013

SUBJECT: Acceptance of Gift from Eugene and Irene Pantzer Trust to the Concord Public Library

Recommendation

It is recommended that the City Council accept the bequest of \$20,000.00 from the Eugene and Irene Pantzer Trust.

Background

The Concord Public Library is a beneficiary under the terms of The Pantzer Family Trust. The funds are to be "dedicated to the purchase of books in the areas of Ethnic Cooking, Civilization and Language (Roman, Greek, Indian, Middle Eastern, Slavic, East Asian), and Modern or Contemporary Chamber Music recordings."

Discussion

The Concord Public Library will appropriate funds from this trust through the annual budget process to purchase books or recordings per the trust document. The community will benefit from these additional funds which will increase the library's resources in the areas of ethnic cooking, civilization, language and chamber music recordings.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION IN RECOGNITION OF THE SERVICES OF Lieutenant Paul Leger

The City of Concord resolves as follows:

WHEREAS, *Lieutenant* Paul Leger has been a faithful and loyal employee of the City of Concord for over 19 years within its Police Department. In 1993 he was hired by the Concord Police Department; and

WHEREAS, *Lieutenant* Paul Leger contributed to the Department's operations by performing duties in the Community Resources Unit and served with distinction for 3 years; and

WHEREAS, *Lieutenant* Paul Leger obtained numerous specialties while serving for the police department including Bicycle Officer, Evidence Technician, Breath Operator, Tactical Team member, Assistant Tactical Team Commander and Tactical Team Commander; and

WHEREAS, *Lieutenant* Paul Leger was promoted to the rank of Sergeant on July 5, 1998; and

WHEREAS, *Lieutenant* Paul Leger was assigned as Supervisor of the Drug Enforcement Unit in September, 2000 and under his leadership the unit developed a working relationship with the various federal agencies in furtherance of a zero tolerance policy to drug dealing in our community; and

WHEREAS, *Lieutenant* Paul Leger was promoted to the rank of Lieutenant on August 19, 2001; and

WHEREAS, *Lieutenant* Paul Leger from December, 2005 until May, 2008 served as Commander of the newly formed Training and Services Division before returning to Patrol as Watch Commander.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that we hereby record our sincere appreciation for the many years of service from *Lieutenant* Paul Leger to the City of Concord.

BE IT FURTHER RESOLVED that we hereby acknowledge that the service and presence of *Lieutenant* Paul Leger will truly be missed by the City Council, City Administration, Concord Police Department and the entire Concord Community, and we extend our best wishes to him and his family during his retirement.



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CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE UNITED STATES DEPARTMENT OF JUSTICE – EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM FOR FUNDS DESIGNATED FOR LAW ENFORCEMENT RELATED PROGRAMS.

The City of Concord resolves as follows:

- WHEREAS,** the Concord Police Department, in conjunction with the Merrimack County Sheriff's Office, desires to apply for the 2013 United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant Program; and
- WHEREAS,** the City of Concord desires to procure additional equipment and/or training through these funds; and
- WHEREAS,** there is funding available and both the Concord Police Department and Merrimack County Sheriff's Office are eligible to receive funding through the Edward Byrne Memorial Justice Assistance Grant Program; and
- WHEREAS,** there is no financial match required for this grant program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The City Council authorizes the City Manager to submit the necessary grant application documents.
2. This resolution shall take effect upon its passage.



John F. Duval
Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT

35 Green Street • 03301-4299

(603) 225-8600

FAX (603) 225-8519

www.concordpolice.com

TAC

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Lieutenant Gregory S. Taylor, Police Department

DATE: June 17, 2013

SUBJECT: 2013 Edward Byrne Memorial Justice Assistance Grant Application

Recommendation - Through the City Manager, authorize the Police Department to apply for funding through the 2013 Edward Byrne Memorial Justice Assistance Grant Program through the United States Department of Justice.

Background - During the past several years, the Police Department has received grant funds from the United States Department of Justice - Office of Justice Programs, which have been used to make technological upgrades, purchase new equipment, and provide training for the Department. These awards have been shared with the Merrimack County Sheriff's Office which has also made technological enhancements with these funds.

Discussion - This grant will allow for the Concord Police Department to replace and update older technologies currently in use and also purchase new equipment needed to maintain our efforts in an ever changing law enforcement environment. Funds may also be utilized to provide training for Department personnel. As with prior years, there is no match required for this grant; however we again will have to enter into a Memorandum of Understanding with the County on programming and the allotment of the funds.

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CITY OF CONCORD

In the year of our Lord two thousand thirteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT FOR UP TO SEVENTY SIX THOUSAND EIGHT HUNDRED NINETY EIGHT DOLLARS (\$76,898) WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT), BUREAU OF AERONAUTICS AND A CONSTRUCTION AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE PURPOSE OF THE INSTALLATION OF FRANGIBLE MOUNTS AND A LIGHT BEACON ON THE LOCALIZER FOR RUNWAY 17/35 AT THE CONCORD MUNICIPAL AIRPORT.

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** the City of Concord is eligible to apply and receive funding for the installation of frangible mounts and a beacon on the localizer at the 17 end of Runway 17/35 as described in FY14 Capital Improvements Program and Budget as project #53; and
- WHEREAS,** the Agreement with NHDOT allows the city to provide overall construction administration for the project; and
- WHEREAS,** Resolution #8652 approved at the April 8, 2013 City Council meeting authorized the City Manager to apply for a grant in the amount up to \$73,000 and a total amount of \$76,898 is now necessary; and
- WHEREAS,** FAA has requested the City enter into an agreement with FAA to complete the actual work on the localizer; and
- WHEREAS,** FAA will require the City to pay the total project cost up front and submit for reimbursement at project closeout; and
- WHEREAS,** this work is required by FAA to comply with recommendations outlined in the Runway Safety Determination Study; and
- WHEREAS,** should the City's application for this purpose be accepted, project funding would be allocated as follows: \$69,208 (90%) Federal share and \$3,845 (5%) State and City share; and
- WHEREAS,** the Airport Advisory Committee recommends that the City Council approve this project.

CITY OF CONCORD

In the year of our Lord two thousand thirteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT FOR UP TO SEVENTY SIX THOUSAND EIGHT HUNDRED NINETY EIGHT DOLLARS (\$76,898) WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT), BUREAU OF AERONAUTICS AND A CONSTRUCTION AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE PURPOSE OF THE INSTALLATION OF FRANGIBLE MOUNTS AND A LIGHT BEACON ON THE LOCALIZER FOR RUNWAY 17/35 AT THE CONCORD MUNICIPAL AIRPORT.

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The City Council has authorized the City Manager to enter into an agreement with the NHDOT, Bureau of Aeronautics.
2. This resolution shall take effect upon its passage and grant award by the State of New Hampshire and the Federal Aviation Administration.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: June 19, 2013

SUBJECT: Municipal Airport Appropriating Resolution and Grant Agreements
– CIP #53 Localizer Compliance

Recommendation

Appropriate \$76,898 (\$69,208 Federal share, \$3,845 State share, and \$3,845 City share) in grant funds and reduce the City share in the amount of \$17,900 in capital transfer to \$3,845 for the installation of frangible mounts and a lighted beacon on the localizer to Runway 17/35 as programmed in the Capital Budget.

Authorize the City Manager to enter into a grant agreement with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics for the purpose of administering the installation of compliance equipment on the localizer at the airport.

Authorize the City Manager to enter into a grant agreement with the Federal Aviation Administration (FAA) for the purpose of installing the compliance equipment on the localizer and reimbursing them for this service.

Background

The city applied for a grant on May 23, 2013 to the Federal Aviation Administration (FAA) to upgrade the existing localizer so it complies with minimum standards within the runway object free area. The requested funding up to \$76,898 of which 90% is the federal share (\$69,208), 5% is the state share (\$3,845) and 5% is the city share (\$3,845).

In 2010, FAA reduced the approach flying minimums on Runway 17/35 which resulted in an expansion of the object free area. This resulted in the localizer within the object free zone. The localizer is owned and maintained by FAA.

FAA required a Runway Safety Determination Study be completed to recommend measures to comply with the safety requirements of the object free area.

Discussion

The study recommended the localizer be equipped with frangible mounts and a beacon be installed on the structure. This is an interim measure to maintain compliance until a permanent solution is approved when Runway 17/35 is reconstructed as programmed in the out years of the Capital Improvement Budget. Upon grant award, the City Manager will be authorized to enter into an agreement with NHDOT to provide overall project administration and FAA to perform the work on the localizer.

In the agreement with FAA, the City is required to pay 100% of the project cost up front to FAA and upon project completion can submit for reimbursement.

The project cost difference of \$3,898 requested herein for appropriation is the cost associated with project administration by City staff and Jacobs Engineering, the City's airport consultant.

MLD

CITY OF CONCORD

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In the year of our Lord two thousand thirteen

RESOLUTION

AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT FOR UP TO ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT), BUREAU OF AERONAUTICS FOR THE PURPOSE OF CONSTRUCTING PHASE I OF THE PARALLEL TAXIWAY TO RUNWAY 12/30 AT THE CONCORD MUNICIPAL AIRPORT AND TO REVISE THE TOTAL GRANT REQUEST FOR PHASE I AND II TO A TOTAL OF THREE MILLION THIRTY ONE THOUSAND EIGHT HUNDRED FORTY SEVEN DOLLARS (\$3,031,847).

The City of Concord resolves as follows:

- WHEREAS,** This project was approved by the City Council on June 20, 2013 upon adoption of the FY2014 Capital Improvements Program and Budget as CIP project #73; and
- WHEREAS,** the Agreement with NHDOT allows the city to provide overall construction administration for the project; and
- WHEREAS,** Resolution #8653 approved at the April 8, 2013 City Council meeting authorized the City Manager to apply for a grant in the amount up to \$1,340,000; and
- WHEREAS,** this resolution request includes the additional amount of \$1,691,847 for the total of \$3,031,847 necessary for phase I and II of the project; and
- WHEREAS,** the sum of \$1,200,000 includes \$30,377 to be used as a contingency upon approval of the Federal Aviation Administration and New Hampshire Department of Transportation, Bureau of Aeronautics; and
- WHEREAS,** should the City's application for this purpose be accepted, project funding would be allocated as follows: \$1,080,000 (90%) Federal share, \$60,000 (5%) State share and \$60,000 (5%) City share; and
- WHEREAS,** the Airport Advisory Committee recommends that the City Council approve this project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The City Council has authorized the City Manager to enter into an agreement with the NHDOT, Bureau of Aeronautics.
2. This resolution shall take effect upon its passage and grant award by the State of New Hampshire and the Federal Aviation Administration.





CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: June 24, 2013

SUBJECT: Municipal Airport Grant Application – CIP # 73 Construct Parallel Taxiway 12/30, Phase I

Recommendation

Appropriate \$1,200,000 (\$1,080,000 Federal share, \$60,000 State share and \$60,000 City share) in grant funds for the purpose of constructing the easterly portion of the parallel taxiway for runway 12/30 programmed in the Capital Budget.

Authorize the City Manager to enter into a Grant Agreement for up to \$1,200,000 with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics to construct Phase I of the Parallel Taxiway to Runway 12/30 and to revise the total Grant Application request for Phase I and II to a total of \$3,031,847.

Background

The City applied for a grant on May 23, 2013 to the Federal Aviation Administration (FAA) to construct a parallel taxiway for Runway 12/30. The requested funding up to \$1,200,000 of which 90% is the federal share (\$1,080,000), 5% is the state share (\$60,000) and 5% is the city share (\$60,000).

The parallel taxiway eliminates the need to 'back' taxi on Runway 12/30 which is a safety concern. FAA design criteria notes that runways should have parallel taxiways to enhance operational safety and capacity (source: FAA Advisory Circular 150/5300-13, Airport Design). The parallel taxiway is included in the Conservation Management Agreement signed in 2001 and recommended in the 2006 Airport Master Plan.

The new taxiway will serve Runway 12/30 and will be approximately 3,600 feet long. The new taxiway pavement will be 35' wide and will have green in-pavement taxiway lighting on the centerline. The taxiway will be constructed with new pavement, base material and drainage. Grading adjacent to the taxiway will be required for drainage and to meet the FAA safety area criteria.

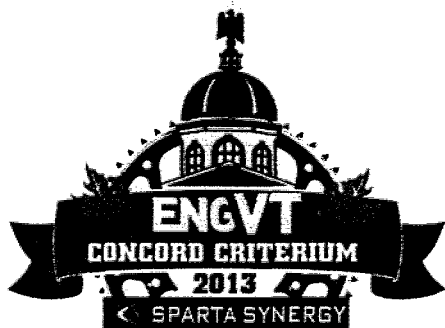
Discussion

The new taxiway will have an impact on some of the wildlife habitat with in the designated conservation zones. Staff and the City's consultant, Jacobs Engineering have coordinated with State and Federal agencies to approve a mitigation management plan to be implemented in phases over the next 5-10 years. This plan will be administered by the New Hampshire Department of Fish and Game. Once final mitigation costs are determined, the City will need to enter into an agreement with NHF&G to administer the Management Plan.

On May 23, 2013, the NHDOT applied for a grant application to FAA for the total project cost (Phase I and Phase II) in the amount of \$3,031.847. If FAA discretionary funds do become available, NHDOT will be able to secure these funds and to accelerate Phase II project construction pending appropriation of the local and State match.

The executed municipal grant agreement between the City and NHDOT will be for Phase I in the amount of \$1,200,000. Phase II funds are programmed in the FY2015 Capital Budget. The municipal agreement allows the City to provide construction administration for the project. Phase I construction is anticipated to begin in the fall of 2013 and completed in the spring of 2014.

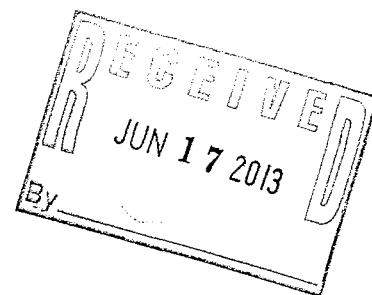
MLD



7-31

13A

June 2, 2013



City of Concord
City Council Members
41 Green Street
Concord, NH 03301

Re: ENGVT Concord Criterium Bicycle Race, August 3, 2013

Dear City Council Members:

Please consider this document as a request on behalf of SPARTA SYNERGY for a street closure on Saturday August 3, 2013, between the hours of 7:00 AM and 5:30 PM for the 33rd Annual ENGVT Concord Criterium Bicycle Race. The route follows the same route as used in prior years around White Park, as described on the enclosed map.

The race starts and ends on White Street as indicated on the map, turns right on Washington Street, continues on Center Street, turns right on Liberty Street, turns right on Franklin Street, turns right on Charles Street, then left on Beacon Street followed by right on White Street again to the finish line.

We are expecting approximately 275 racers this year as well as 150 spectators throughout the day.

The event is permitted through USA Cycling, Inc., which provides race officials for the event and insurance certificate for any entity involved in the event, including the City of Concord.

Thank you very much for your renewed support for this event, now in its 33rd edition, and feel free to contact us at anytime for any additional information.

Related inquiries submitted:

Health and Licensing Department: event permit.

City Council: request for streets closure.

Parks & Recreation: schedule, additional use of White Park.

Police Department: general security and traffic control.

Fire Department: on site EMT vehicle/team.

General Services (Public Works): schedule, signage, course sweeping.

Sincerely

Jean LaCroix
Race Director



33rd Annual ENGVT Concord Criterium

Saturday August 3, 2013

2013 New Hampshire Criterium Championships

CATEGORY	DISTANCE		START	FEE	PRIZES	PLACES	FIELD
	MILES	LAPS					
Juniors Boys - Girls (10-14)	7.2	6	8:00 AM	15	Merch.	3 - 3	50
Masters 45+	24	20	8:30 AM	30	\$300	5	75
Women 4 - Juniors Girls (15-18)	18	15	9:30 AM	25	Merch.	5 - 5	75
Men 5 - Juniors Boys (15-18)	18	15	10:30 AM	25	Merch.	5 - 5	75
Masters 35+ (1-4)	24	20	11:20 AM	30	\$400	5	75
Masters 55+ - 65+ (1-4)	18	15	12:20 AM	30	\$300	5	75
Men 4	18	15	1:10 PM	30	Merch.	5	75
Women P/1/2/3	24	20	2:00 PM	35	\$ 600 (1)	10 (1)	75
Men 3	24	20	3:10 PM	30	\$ 400	5	75
Men P/1/2	36	30	4:00 PM	40	\$ 1,000	10	85

(1)

# riders	prizes	places
1 - 9	race canceled	Race canceled
10 - 19	\$20/rider	5
20 +	\$600	10

Registration: on line at **BikeReg** or on site (\$10 surcharge fee applies). One day and Annual Licenses available on site. Racers entering more than 1 event will get a \$5 discount on second (and other) race(s). Registration and bib pick up will start at 7:00 AM.

NH Championships: Racers need to hold an annual USAC License indicating they reside in NH in order to qualify for the NH Championships. However, all races are open to others. UCI Professional Continental Team riders and UCI Pro Team riders are not eligible for Championships. Medals to top 3 in all categories described above.

Rules: All USAC rules apply.

Location: White Park - Concord, NH.

More information: www.spartasynergy.com or contact Jean at info@spartasynergy.com cell: (802) 522-5093.



RACE COURSE



ENGVT- SPARTA SYNERGY Concord Criterium
Permit # 2013-2695Event Information

Organization Road
Event Type Category D - Competitive
Location Concord, NH
Phone (802) 522-5093
Fax
Website www.spartasynergy.com
Email info@spartasynergy.com

Event Date 08/03/2013
Race Types Criterium

Race Director's Information

Name Jean Lacroix
Address 234 CHERRY TREE HILL RD
City, State Zip EAST-MONTPELIER, VT 05651
Phone (802) 522-5093
Email moodjick@yahoo.com

Hide Race Director's Information

Race Director Organization #0

RD Organization ID 14391

Name SPARTA SYNERGY
Address 234 Cherry Tree Hill Road
City, State Zip East Montpelier, VT 05651
Phone (802) 522-5093
Fax
Website www.spartasynergy.com
Email info@spartasynergy.com

Official Requested -Y

ENGVT- SPARTA SYNERGY Concord Criterium Event Checklist
Permit # 2013-2695

Event Basics:

Event schedule start time	8:00 AM
Event schedule end time	5:30 PM
Identify the person(s) responsible for completing the Occurrence Reports to be submitted to the chief Referee:	
Race Officials	
Estimated number of event participants	275
Estimated number of event spectators	150

Event Flyer:

Does the flyer list all of the following?	Y
• Event contact information	
• Race location	
• Entry fees	
• Prize list	
• Registration time	
How will the flyer be distributed?	
email lists and local stores	
Additional comments:	
<i>None</i>	

Support Staff:

How many support staff will be present?	25
Additional comments:	
<i>None</i>	

Medical Support:

Will an ambulance be on site?	Y
Has a local hospital been contacted?	N
Will medical locations be set up?	Y
Seperate medical checklist will be sent?	N
Additional comments:	
<i>None</i>	

Entry Fees and Licensing:

Who will be responsible to check annual licenses at registration?	staff
Who will be selling one-day licenses?	staff
Who will be selling annual licenses?	staff
Additional comments:	
<i>None</i>	

Prizes and Award Presentation:

Is there an identified prize list for the event?	Y
Is the prize list stated on the event flyer correct?	Y
Has cash and merchandise been separated on the flyer?	Y
Is there a plan for distributing the awards?	Y
Will there be an awards ceremony?	Y
Additional comments:	
<i>None</i>	

Event Permits:

Has written permission been granted to use the course?	Y
Has written notice been submitted to property owners (private or government)?	Y
Have course residents been notified?	Y
How many automobiles will be used in this event?	0
How many motorcycles will be used in this event?	0
Additional comments:	
<i>None</i>	

Spectator and Race Control:

Will course marshall locations be set at major intersections?	Y
Will course marshall locations be set at intersecting roads?	Y
Will course marshall locations be set at locations open for business (heavy traffic)?	Y
Will police be present?	Y
Additional comments:	
None	

Course Closure:

Which type of course closure will be used?	Total Closure
Additional comments:	
None	

Communications:

Amateur Radio Operators?	N
Citizen Band Radios?	Y
Business Band Radios?	N
Cellular Telephones?	Y
Will vehicles have radios?	N
Additional comments:	
None	

Signage:

Signs at intersecctions?	Y
Signs directing participants to course location?	Y
Start/Finish Line identified?	Y
Feed zone identified?	N
White flag/sign at 200m?	N
Will hazards on course be clearly marked?	Y
Additional comments:	
None	

ENGVT- SPARTA SYNERGY Concord Criterium Event Medical Plan
Permit # 2013-2695

Will an EMT or ambulance be on site?	y
If not on site, how will emergency medical staff be notified?	
Are there event staff or certified volunteers with Red Cross First Aid training?	n
Is there a First Aid kit on site?	y
Will police or security services be on site?	y
Will emergency medical staff at event site be clearly identified?	y
First aid and emergency medical stations identified?	y
Does course design allow easy access for emergency vehicles?	y
Describe emergency medical transportation:	Local EMT
City/Location of nearest hospital:	Concord/NH Hospital
Distance from event?	5 minutes
Has hospital been notified of the event?	n
Is emergency air transportation available?	n
How will air transport be notified?	Response time : 5 minutes
What is the plan for suspending or postponing the event if a serious injury occurs:	EMT
Who will compile and submit USA Cycling Reports of Occurrence for all injuries at the event to the Chief Referee?	Chief Referee and Race Director will decide based on the situation
	Race Officials

NOTES:

HOSPITAL PHONE NUMBER : 6032715300

AMBULANCE PHONE NUMBER : 6032258650

POLICE/SHERIFF PHONE NUMBER : 6032258600

Federal Insurance Company, a Chubb Group Insurance Company
Phone 800-252-4670
Fax 800-300-2538

ADDITIONAL INFORMATION:

ENGVT- SPARTA SYNERGY Concord Criterium
Permit # 2013-2695

Event Additional Insured Information

Veronica Wheeler (Race Director Assistant)
176 Richardson Road
Orange, VT 05641
3479514075 (phone)

ENGVT (promoter)
76 Bear Mountain Road
Bolton, VT 05676
8026520099 (phone)

Town of Concord (Host City)
41 Green Street
Concord, NH 03301
6032258500 (phone)



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
06/11/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Texas, Inc. c/o 26 Century Blvd. P.O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME: PHONE (A/C, NO, EXT): 877-945-7378 FAX (A/C, NO): 888-467-2378 E-MAIL ADDRESS: certificates@willis.com
INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919	INSURER(S) AFFORDING COVERAGE INSURER A: Federal Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC# 20281-001

COVERAGES**CERTIFICATE NUMBER:** 19948896**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADD'L INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC	Y		79960314	12/31/2012	12/31/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach Acord 101, Additional Remarks Schedule, if more space is required)

Endorsement 80-02-2306: Additional Insured : As required by written contract, Certificate Holders are named as Additional Insureds for USA Cycling sanctioned/permited events.

Endorsement 80-02-9301: Event Organizer and/or Promoters are Named Insureds. It shall be a condition of coverage that all organizers/promoters for whom coverage is afforded under this policy execute a USAC event permit application and coverage will be afforded only for the specific event and dates on the permit.

CERTIFICATE HOLDER**CANCELLATION**

Town of Concord 41 Green Street Concord, NH 03301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

Coll:4124516 Tpl:1570192 Cert:19948896 ©1988-2010 ACORD CORPORATION. All rights reserved

**ADDITIONAL REMARKS SCHEDULE**Page 2 of

AGENCY Willis of Texas, Inc.		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point Colorado Springs, CO 80919	
POLICY NUMBER 79960314			
CARRIER Federal Insurance Company	NAIC CODE 20281-001	EFFECTIVE DATE: 12/31/2012	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Event #2013-2695
Event Name: ENGVT-SPARTA SYNERGY Concord Criterium
Event Location: Concord, NH
Event Dates: 08/03/2013

Certificate Holder is an Additional Insured with respects to Event #2013-2695, ENGVT-SPARTA SYNERGY Concord Criterium, in Concord, NH on 08/03/2013, but only with respect to the liability arising out of the Named Insured's Operations.

Sulloway & Hollis

P.L.L.C.
COUNSELORS AT LAW

7-32
JA

REPLY TO: CAPITAL OFFICE
Fax number: (603) 223-2908
jowers@sulloway.com

June 5, 2013

FRANK J. SULLOWAY
(1883-1981)
FRANKLIN HOLLIS
(1904-1980)

SENIOR COUNSEL
CHARLES F. SHERIDAN, JR.
MARTIN L. GROSS
ROBERT M. LARSEN
FRED L. POTTER

Mayor, City of Concord
City Council Members
41 Green Street
Concord, NH 03301

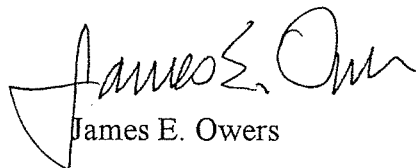
Re: White Park Cyclocross Race, Saturday, September 22, 2013

Dear Mayor and City Council members:

This will serve as a request on behalf of the New Hampshire Cycling Club to close a portion of Liberty Street between Valley and Forset Street adjacent to White Park on Saturday, September 21, 2013, between the hours of 8:00 a.m. and 4:30 p.m. for the purposes of running a cyclocross bicycle race. The closure is shown on the attached map. The remainder of the race will be run on the interior of White Park and will not affect residents. This will be the third running of this race. The rules of the licensing organization, USA Cycling, Inc., require that there be a paved, wide road type section within the race course which is the reason for this street-closure request.

We have received very positive feedback from riders throughout New England who have participated in this event.

Very truly yours,


James E. Owers

ALL ATTORNEYS ADMITTED
IN NEW HAMPSHIRE

INDIVIDUAL ATTORNEYS
ADMITTED IN:
MAINE, VERMONT, FLORIDA
MASSACHUSETTS, NEW YORK,
AND OTHER STATES

JEO:grl
Enclosure

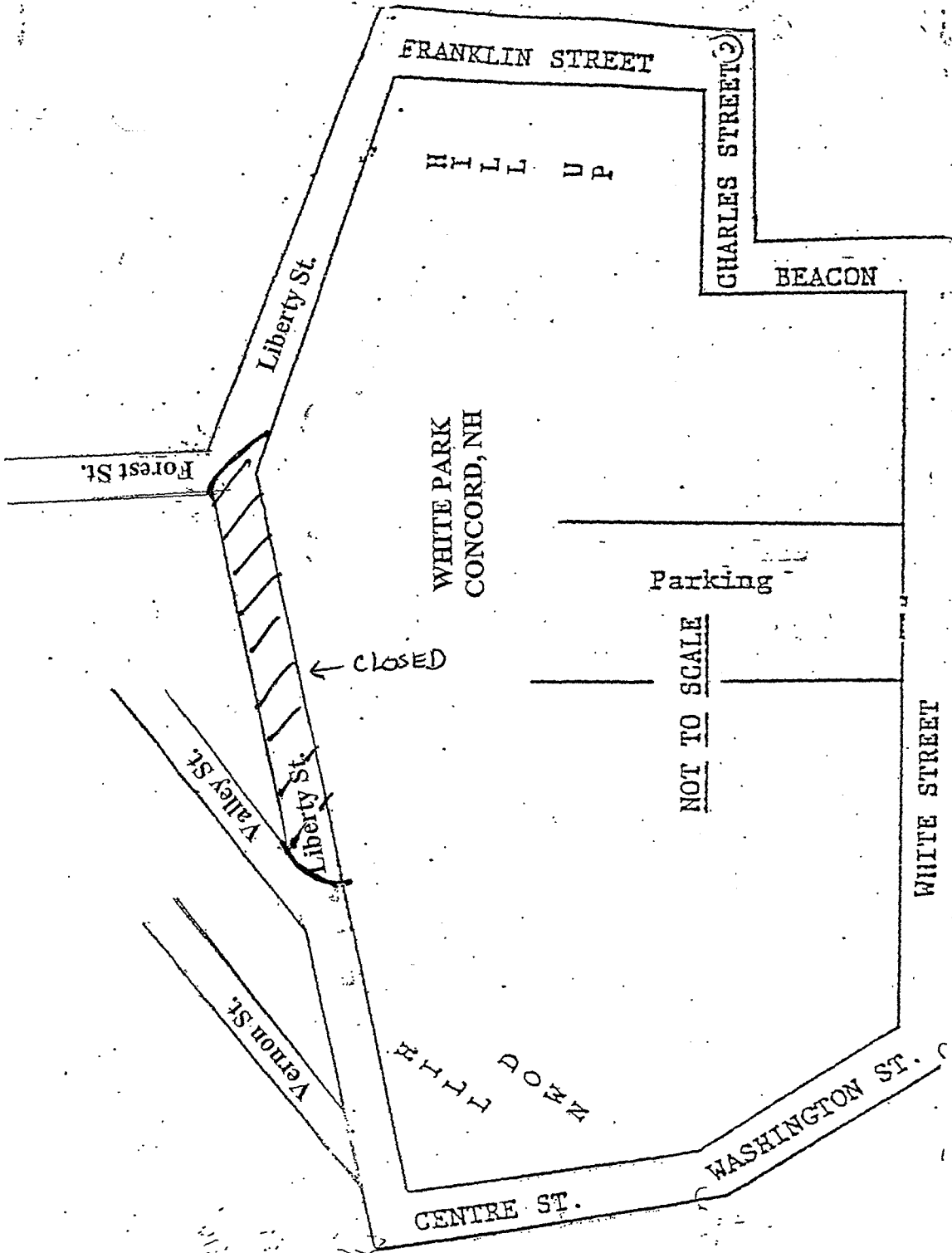
CAPITAL OFFICE
9 Capitol Street
P.O. Box 1256
Concord, NH 03302
Tel: 603-224-2341

PORTLAND OFFICE
477 Congress Street
5th Floor
Portland, ME 04101
Tel: 207-253-5141

GORHAM OFFICE
30 Exchange Street
P.O. Box 335
Gorham, NH 03581
Tel: 603-466-5946



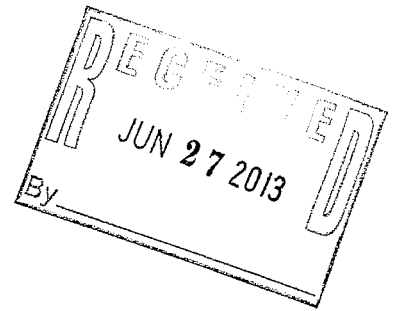
STREET CLOSURE FOR CYCLOCROSS EVENT





7-33
11A
CA

June 26, 2013



City Council of Concord
c/o City Clerk
41 Green Street
Concord, NH 0331

Dear Councilors:

CenterPoint Church has loved being a part of downtown Concord since the 19th Century. Recently, we have determined that, even as we continue to grow, we want to remain a part of this wonderful community. In order to do so, we have begun to renovate our current facility to ensure that we can stay where we love to be, downtown.

Community is important to CenterPoint and for the past four years we have set out to give back with a special fun-filled family day, free of charge, at our 139 Clinton Street property. This year we would like to recognize the downtown area as our home and bring this event to North State Street.

In order to do so, we would like to have a Block Party around our facility at 20 North State using our existing parking lot as well as the immediate surrounding streets. This would consist of inflatables and rock wall type attractions for all ages, food, face painting, shaved ice, and balloons, all at no charge to the community. We will continue to work closely with the City as we have in the past by obtaining an event permit and making sure that all of our vendors meet the City requirements.

We are requesting permission to hold a CenterPoint Block Party on Saturday, September 14, from 1:00 pm to 5:00 pm at our 20 North State Street facility. We also request a closing of North State Street from the intersection of North State and Warren to the intersection of North State and Capital Street, for a distance of two blocks. Our rain date would be September 28 from 1:00 pm to 5:00 pm.

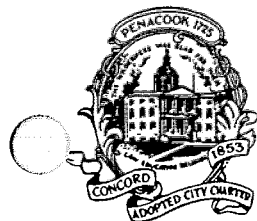
Thank you for considering our request. We hope that we can work together to bring about a fun-filled family event for the downtown community. If you require additional information or have questions, please feel free to contact me at 224-7427.

Sincerely,

A handwritten signature in cursive script that reads "Stacy Perkins".

Stacy Perkins
KidZone Director

sp



JIM BOULEY
MAYOR

City of Concord, New Hampshire

OFFICE OF THE MAYOR

CITY HALL • 41 GREEN STREET • 03301

TJA

TO: Members of City Council

FROM: Mayor Bouley *JB*

DATE: June 4, 2013

RE: Recreation and Parks Advisory Committee

I propose the appointment of the following individual to the Recreation and Parks Advisory Committee for a term to expire July 31, 2016.

- Marilyn Anne Fraser, 84 Branch Turnpike, Concord. Ms. Fraser will fill the vacancy that currently exists serving as the Ward Eight representative. Her letter of interest is attached.

In accordance with Section 15 of the City Council Rules, this proposed appointment is being distributed to City Council as information in advance of formal action at the July 9, 2013 City Council meeting.

Bonenfant, Janice

From: Jim Bouley <jim@dennehybouley.com>
Sent: Monday, May 13, 2013 1:29 PM
To: Bonenfant, Janice
Subject: Fwd: Marilyn's resume

Begin forwarded message:

From: marannefra@comcast.net
Date: May 13, 2013 1:03:14 PM EDT
To: jbouley@comcast.net
Subject: Marilyn's resume

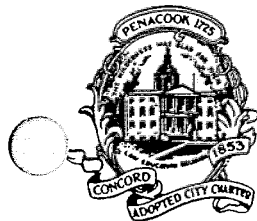
Marilyn Anne Fraser
84 Branch Tpk #54
Concord N H 03301
603 783 1349 marannefra@comcast.net
retired teacher

Rationale-Desire to serve on the Recreation and Parks Citizen Committee.
It is an exciting and pivotal time for this committee with the potential
Community Center located on the Heights.
As a resident living in Ward 8 I would feel privileged to be part of the
dynamics of this Committee.

Listed are the various committees, boards and offices I have held.
River Bend, Leadership Concord, Concord Citizens Police Academy,
Centennial Board, Red River Board, City Councilor. State Legislator, Library
Trustee, Conservation Commission, Heritage Commission, Granite
State Symphony, and the Advisory Board for Safe Community.

Thank you.

Marilyn Anne Fraser



JIM BOULEY
MAYOR

City of Concord, New Hampshire

OFFICE OF THE MAYOR

CITY HALL • 41 GREEN STREET • 03301

TA

TO: Members of City Council

FROM: Mayor Bouley *JB*

DATE: June 11, 2013

RE: Recreation and Parks Advisory Committee

I propose the appointment of the following individual to the Recreation and Parks Advisory Committee for a term to expire July 31, 2016.

- Althea Barton, 73 Weir Road, Concord. Ms. Barton will fill the vacancy that currently exists serving as the Ward Two representative. Her resume is attached.

In accordance with Section 15 of the City Council Rules, this proposed appointment is being distributed to City Council as information in advance of formal action at the July 9, 2013 City Council meeting.

ALTHEA BARTON
73 Weir Road
Concord, NH 03303
603-753-9609 – althea9999@gmail.com

Current Experience:

- Resident of Concord and Penacook for 13 years
- Homeschooling mom with two boys, ages 11 and 9
 - o Frequent park visitors
 - o Organize community events (Concord Outdoor Club, Chess Club, Intergenerational Game Days at Horseshoe Pond Place)
 - o Actively participate in Concord community
 - o Market gardener
- Penacook Village Association -- Active member
- Capital Multicultural Celebration – Homeschool organizer
- Concord Fencing Club - Public relations

Past Experience:

- Emerson School for Preschoolers, Concord, NH – Board President, Buildings & Grounds Chair
- Sumitomo Trust & Banking Co. (USA), NYC – Vice President & Trust Department Manager (trusts, pension funds, strategic planning, relationship management, marketing)
- Department of Defense – Language Analyst
- Japan Trade Center – Research Assistant

Education:

- Mount Holyoke College - BA in Asian Studies
- Doshisha University – Associated Kyoto Program
- Middlebury College – Intensive Japanese language program
- American School of Barcelona – International high school



City of Concord, New Hampshire

ADMINISTRATION

City Hall – 41 Green Street – 03301

(603) 225-8570

taspell@onconcord.com

Thomas J. Aspell, Jr.
City Manager

REPORT TO MAYOR AND THE CITY COUNCIL

DATE: June 4, 2013
FROM: Thomas J. Aspell, Jr., City Manager
SUBJECT: **Zoning Board of Adjustment Appointment**

Recommendation:

It is recommended that the following appointment be reviewed at the June City Council meeting for approval in July.

Background:

I hereby propose the appointment of Andrew S. Winters to fill a current vacancy as an Alternate Member of the Zoning Board of Adjustment. Mr. Winters resides on Wilson Avenue and is an attorney with Cohen & Winters Attorneys at Law.

Mr. Winters will serve a three-year term to commence upon Council approval and expire on January 1, 2016.

Mr. Winters' resume is attached for your information.

Discussion:

In accordance with Section 15 of the City Council Rules, this proposed appointment is being distributed to the City Council as information in advance of formal action in July.

TJA/sms
Attachment

COHEN & WINTERS
ATTORNEYS AT LAW

RESUME OF ANDREW S. WINTERS, ESQ.

Legal Experience

Cohen & Winters, PLLC, Concord, NH, 2009-Present

- Partner in small law practice focusing on criminal defense, family law, and personal injury

Winters Law Office, Concord, NH, 2008-09; Pembroke, NH, 2006-2007

- Solo practice focusing on criminal defense

Nelson, Kinder, Mosseau & Saturley, Manchester, NH, 2007-08

- Associate in medium-size firm focusing on civil litigation including legal malpractice defense and construction litigation

New Hampshire Public Defender, Concord, NH, 1999-2006

- Staff attorney from 1999-2004 representing indigent defendants accused of misdemeanors and felonies throughout Merrimack County
- Appellate defender from 2004-2006 representing defendants on appeal statewide before the New Hampshire Supreme Court

Education

- J.D., Duke University School of Law, Durham, NC, 1999
- B.A. in Philosophy, Earlham College, Richmond, IN, 1996

Personal

- Born May 1, 1974, Washington, D.C.
- Currently reside in Concord at 34 Wilson Avenue and have resided in the Concord area since 1999
- Married with one daughter
- Former adjunct professor of paralegal studies, New Hampshire Technical Institute, Concord, NH



101 North State Street, Suite 1 • Concord, NH 03301
Office: 603-224-6999 • Fax: 888-926-5151
andrew@cohenwinters.com • www.cohenwinters.com

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

AN ORDINANCE amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Section 17-4-1 (a); Schedule V, Stop Intersections; by deleting the following:

Street	Intersecting Street	Stop When Traveling
Heather Lane	Gabby Lane	Both

SECTION II: This ordinance shall take effect upon its passage.



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: May 22, 2013

SUBJECT: Report from the Traffic Operations Committee in response to a referral from City Council to consider the removal/relocation of STOP signs on Heather Lane.

Recommendation

Accept this report and set a public hearing to amend the Code of Ordinances to remove the existing STOP signs on both Heather Lane approaches to Gabby Lane.

Background

On October 9, 2012, City Council referred a request to the Traffic Operations Committee (TOC) to consider relocating several stop signs at the Heather Lane intersections with New Meadow Road and Gabby Lane. The request included: removal of the existing STOP signs on the Heather Lane approaches to Gabby Lane; installation of a new STOP sign on the Gabby Lane approach to Heather Lane; and installation of a new STOP sign on the New Meadow Road approach to Heather Lane. TOC considered this request at its October 16, 2012 meeting and also sought additional feedback from the Transportation Policy Advisory Committee (TPAC) as well as neighborhood residents. Notice of the STOP sign request was distributed to residents in the Heather/Gabby/New Meadow neighborhood with invitation to participate in TPAC's discussion. TPAC convened its April 25, 2013 meeting with several residents in attendance, including written input from several more. The proposed recommendation is endorsed by both TOC and TPAC, and includes general support from neighborhood residents responding to the TPAC notice.

Discussion

As illustrated on the attached map, Heather Lane, New Meadow Road and Gabby Lane provide access to a small cul-de-sac neighborhood of about 29 homes. Traffic volumes are limited to neighborhood traffic (no through traffic) and are very light. Short street segments promote low travel speed and sight lines at intersections are ample.

The Heather/Gabby intersection is configured as a T-intersection, with Heather Lane being the 'straight-through' street and Gabby Lane being the stem of the T, or the side street. The Gabby/Heather intersection currently has two STOP signs, one on each Heather Lane approach to the intersection; Gabby Lane has no STOP sign. This is unusual in that Gabby Lane is the stem of this T intersection and under typical circumstances would be

functioning as the stopping side street. The reason for the odd configuration of STOP signs here goes back to the development of the subdivision on Gabby Lane in the 1990's when it was envisioned that Gabby Lane would ultimately become a 'through street' continuing east past Heather Lane to a future connection with Donovan Street. Plans for this extension were abandoned, but the two STOP signs on the Heather Lane approaches have since remained. TOC concurred that the current two Heather Lane STOP signs are inappropriate given the current intersection configuration and could be removed; Gabby Lane should function as the stopping side street. Because the rules of the road are clearly evident at an intersection such as this, a STOP sign on the Gabby Lane eastbound approach is not necessary and could be considered optional.

The Heather/New Meadow intersection is also configured as a T-intersection, with Heather Lane being the 'through' street and New Meadow Road being the stem of the T, or the side street. Although there is no STOP sign at this intersection, assignment of right-of way per the rules of the road is evident with New Meadow Road acting as the stopping side street. There have been no reported crashes at this intersection back to the 2004 limit of the Police Department's crash database. TOC concurred that a STOP sign on the New Meadow approach is not necessary and could be considered optional.

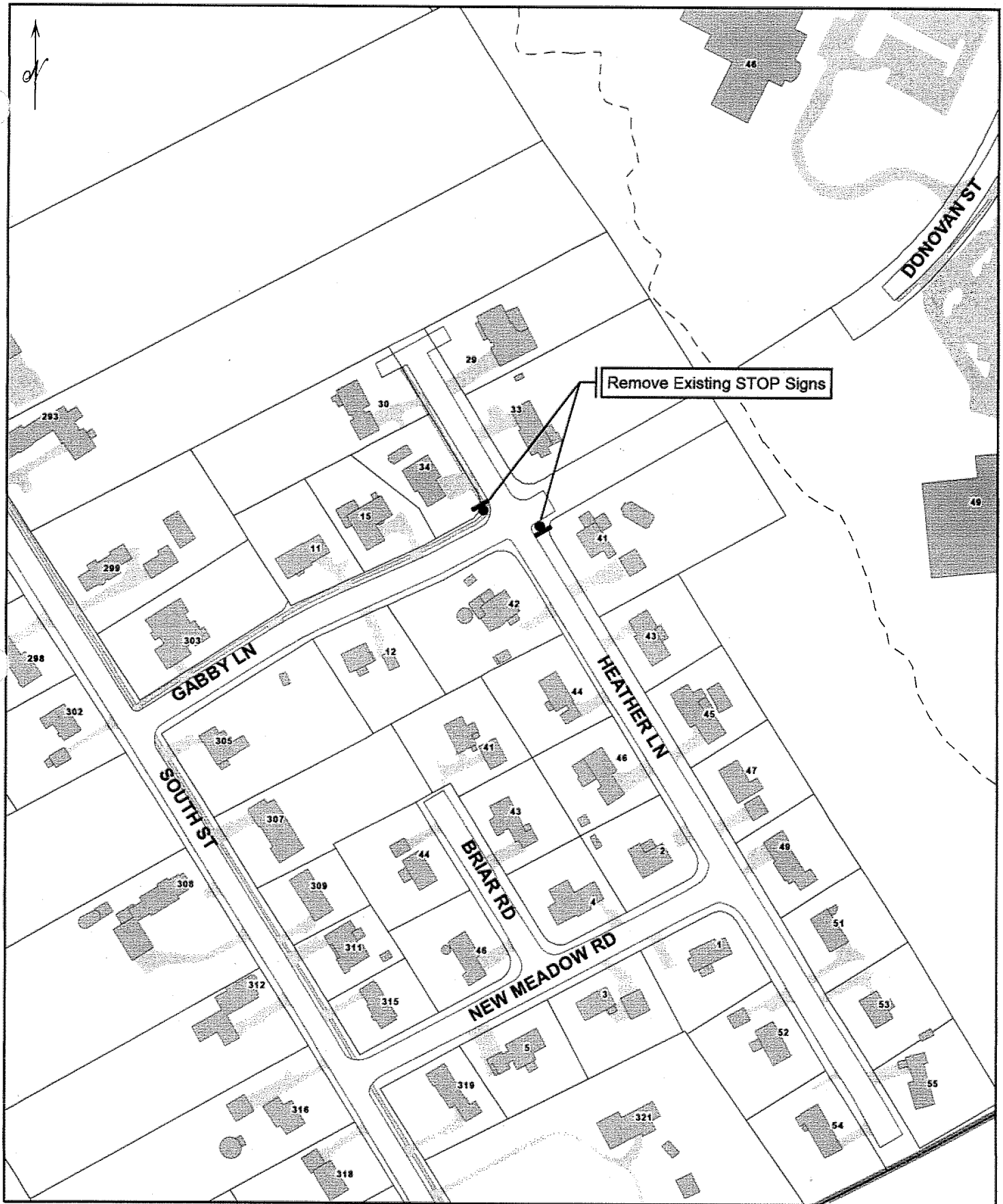
Regarding placement of new STOP signs at locations where their use is considered optional, city policy provides guidance that side-street approaches to collector/arterial streets be given preference to new STOP sign location as opposed to local side-street approaches to other local streets. As such, TOC members noted preference to remove the two STOP signs at the Heather/Gabby intersection and make them available for use elsewhere in the city as appropriate. TOC preference was to not add new STOP signs on either the Gabby Lane or New Meadow Road approaches to Heather Lane. Because of the policy and neighborhood aspects of this request, TOC also referred this item to TPAC for additional consideration.

TPAC discussed this request at its April 25, 2013 meeting. In advance of this meeting, staff sent written notice of the requested STOP sign changes to 33 property owners in the Heather/Gabby/New Meadow neighborhood, including an invitation to participate in the meeting. Six residents provided a response: three attended the TPAC discussion and three others provided written or telephone correspondence to staff. The majority of resident responses were favorable to removing the two existing STOP signs on Heather Lane at Gabby Lane and opposed to the installation of new STOP signs on either Gabby Lane or New Meadow Road. Following a thoughtful discussion of the request, and in consideration of the City's policy on STOP signs as well as neighborhood feedback, TPAC unanimously endorsed the removal of the two existing STOP signs on the Heather Lane approaches to Gabby Lane. TPAC did not endorse the installation of new STOP signs on either the New Meadow Road or Gabby Lane approach to Heather Lane.

RJM/rjm

Attachment: Location Map

cc: Traffic Operations Committee
Transportation Policy Advisory Committee
John Duval, Police Chief
Carlos Baía, Deputy City Manager – Development



Heather Lane

Proposed STOP Sign Removals
 City of Concord, New Hampshire
 May 22, 2013

Legend

- | | | |
|-----------|---------------------|---------------------|
| STOP Sign | Property Boundaries | Driveways & Parking |
| Stream | Buildings | Sidewalk |

Brian
5/29/13
6-18

CITY OF CONCORD

7-36(B)

In the year of our Lord two thousand and thirteen

**RESOLUTION ADOPT AN AMENDED AND RESTATED DEVELOPMENT
PROGRAM AND FINANCING PLAN FOR THE SEARS BLOCK
TAX INCREMENT FINANCE DISTRICT.**

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** by Resolution #6761, adopted October 20, 1997, the City Council adopted the provisions of NH RSA 162-K, as amended, for the purposes of establishing one or more tax increment financing districts;
- WHEREAS,** the City adopted Resolution #7205 on July 9, 2001, to establish the Sears Block Tax Increment Finance District and enact a Development and Financing Plan in support of a Development Agreement between the City of Concord and a developer, which was never executed as that developer subsequently withdrew from the project;
- WHEREAS,** pursuant to Resolution #7515, adopted on September 8, 2003, the City repealed the Sears Block Tax Increment Finance District, together with its Development and Finance Plan, as adopted by Resolution #7205, and created a new Sears Block Tax Increment Finance District and adopted a new Development and Finance Plan pursuant to a Development Agreement with Capital Commons L.L.C. concerning redevelopment of certain property formerly known as the Sears Block, previously located at 11 South Main Street, currently known as the Capital Commons Office Building and Municipal Parking Garage;
- WHEREAS,** on April 11, 2005, the City adopted Resolution #7722, which modified the Development Program and Financing Plan for the Sears Block Tax Increment Finance District due to certain changes in scope for the public improvements and cost escalations related thereto associated with the so-called Capital Commons Redevelopment Project located at 11 South Main Street and 75 Storrs Street;
- WHEREAS,** on May 8, 2006, the City adopted Resolution #7890, which further modified the Development Program and Financing Plan for the Sears Block Tax Increment Financing District due to certain scope changes and cost escalations associated with the Capital Commons Redevelopment Project located at 11 South Main Street and 75 Storrs Street;

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

**RESOLUTION ADOPT AN AMENDED AND RESTATED DEVELOPMENT
PROGRAM AND FINANCING PLAN FOR THE SEARS BLOCK
TAX INCREMENT FINANCE DISTRICT.**

Page 2 of 2

WHEREAS, on February 13, 2012, the City adopted Resolution #8534, which further modified the Development Program and Financing Plan for the Sears Block Tax Increment Financing District in order to support the Bindery Redevelopment Project located at 43-45 South Main Street, including conversion of approximately \$2.505 million in previously issued tax exempt debt to taxable status associated with the conversion of 91 public parking spaces to long-term lease spaces for tenants of the Bindery Redevelopment Project, as well as expansion of the District's geography to include the NHES property located at 32-34 South Main Street and certain other surrounding properties thereto; and,

WHEREAS, the City desires to further amend the Development Program and Financing Plan for the Sears Block Tax Increment Finance District for the purpose of issuing additional bonds and notes for installation of underground utilities on South Main Street, in conjunction with the Downtown Complete Streets Project (CIP 460), to support redevelopment of the NH Employment Security property located at 32-34 South Main Street, as well as surrounding properties.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. After holding a public hearing and taking public testimony, the City Council hereby finds that the Amended and Restated Sears Block Tax Increment Finance District Development and Finance Plan presented at this meeting and attached hereto, and the construction of the public parking garage and associated public improvements described therein, serve a public purpose pursuant to NH RSA 162-K:5.
2. In accordance with NH RSA 162-K:6, 162-K:9, and 162-K:10, the City Council hereby amends and restates in its entirety the Sears Block Tax Increment Finance District Development Program and Financing Plan, adopted by Resolution #7515 on September 8, 2003, and amended by Resolutions #7722, #7890, and #8534 respectively, by adopting the Amended and Restated Sears Block Tax Increment Finance District Development Program and Financing Plan, dated August 12, 2013, presented at this meeting and attached hereto.
3. This resolution shall take effect upon passage.

AMENDED AND RESTATED SEARS BLOCK TAX INCREMENT DEVELOPMENT PROGRAM AND FINANCING PLAN

August 12, 2013

Adopted by Resolution #7205 on July 9, 2001
Amended by Resolution #7515 on September 8, 2003
Amended by Resolution #7722 on April 11, 2005
Amended by Resolution #7890 on May 8, 2006
Amended by Resolution #8534 on February 13, 2012
Amended by Resolution # on August 12, 2013

I. Introduction:

The purpose of the Sears Block Tax Increment Finance District (SBTIF) is to foster redevelopment of real estate and other economic development activity within the central portion of the Opportunity Corridor and Downtown Concord along the South Main Street corridor through strategic public investment in parking facilities and other infrastructure as further described within this Development Program and Financing Plan. The components of the Development Program and Financing Plan include:

- Statement of Objectives
- District Boundaries
- Determination of Compliance with District Size Limitations
- Development Program
- Financing Plan
- District Administration
- Advisory Board Responsibilities

II. Statement of Objectives:

The City Council has identified economic development in the Opportunity Corridor and Downtown Concord as a City priority. Economic development includes, but is not limited to, the expansion of the property tax base and employment opportunities through the redevelopment of blighted, underutilized, contaminated, or abandoned properties.

The adoption of the Sears Block Tax Increment Development Program and Financing Plan provides a valuable tool for implementing redevelopment activities to address the following goals and objectives:

- Create redevelopment opportunities;
- Improve the visual image of the southerly entrance to the Downtown;
- Expand the real estate property tax base;
- Construct, expand, and rehabilitate public parking facilities, streets, utilities, parks, plazas, and pedestrian ways to provide improved access

and expanded capacities sufficient to encourage private investment within the District;

- Remove blighted land uses and cleanup environmental contamination; and,
- Improve transportation components to permit the efficient use of land for redevelopment.

III. District Boundaries:

The following is the legal description for the Sears Block Tax Increment Finance District. A graphic depiction of the District is included as Exhibit 1.

Beginning at a point in the northerly side line of Pleasant Street at its intersection with the westerly side line of N. Main Street; thence

1. Northerly along the westerly side line of N. Main Street to a point at its intersection with the westerly extension of the northerly side line of Depot Street; thence
2. Easterly along the westerly extension of the northerly side line of Depot Street, crossing the N. Main Street right-of-way, to a point at its intersection with the easterly side line of N. Main Street; thence
3. Continuing easterly along the northerly side line of Depot Street to a point at its intersection with the westerly side line of Storrs Street; thence
4. Continuing easterly along the easterly extension of the northerly side line of Depot Street, across the Storrs Street right-of-way, to a point at its intersection with the easterly side line of Storrs Street; thence
5. Southerly along the easterly side line of Storrs Street to a point at its intersection with the easterly extension of the southerly side line of Theatre Street; thence
6. Westerly along the easterly extension of the southerly side line of Theatre Street, crossing the Storrs Street right-of-way, to a point at its intersection with the westerly side line of Storrs Streets; thence
7. Continuing westerly along the southerly side line of Theatre Street to a point at its intersection with the easterly side line of S. Main Street; thence
8. Continuing westerly along the westerly extension of the southerly side line of Theatre Street, crossing the S. Main Street right-of-way,

to a point at its intersection with the westerly side line of S. Main Street; thence

9. Northerly along the westerly side line of S. Main Street to a point at its intersection with the southerly side line of Thompson Street; thence
10. Westerly along the southerly side line of Thompson Street to a point at its intersection with the easterly side line of S. State Street, said point being the southeast corner of the intersection of said streets; thence
11. Continuing westerly along the extension of the southerly side line of Thompson Street to a point at its intersection with the westerly side line of S. State Street, said point being the southwest corner of the intersection of said streets; thence
12. Northerly along the westerly side line of S. State Street to a point at its intersection with the southerly side line of Pleasant Street; thence
13. Northerly along the extension of the westerly side line of S. State Street, crossing the Pleasant Street right-of-way to a point at the intersection of the westerly side line of N. State Street with the northerly side line of Pleasant Street; thence
14. Easterly along the northerly side line of Pleasant Street to a point at its intersection with the easterly side line of N. State Street; thence
15. Continuing easterly along the northerly side line of Pleasant Street to a point at its intersection with the westerly side line of N. Main Street and the point of beginning.

Meaning and intending to describe a Tax Increment Finance District, as shown on a plan (Exhibit 1) entitled "Sears Block Tax Increment Finance District", dated December 6, 2011, prepared by the City of Concord Community Development Department, Engineering Services Division.

IV. Determination of Compliance with District Size Limitations:

In accordance with RSA 162-K:5, the following information is provided to demonstrate compliance with State Law at the time of the designation of the District in 2001. Some of this information was updated in 2011 and 2013, respectively.

Total Taxable Value of the City	\$4,321,396,542
8%	\$345,711,723
16%	\$691,423,477
Sears Block TIF	\$51,418,000
North End Opportunity Corridor TIF	\$50,223,600
Penacook Village TIF	\$11,149,600
Combined Total	\$112,792,000
Total Land Area of the City	41,100 Acres
5%	2,055 Acres
10%	4,110 Acres
Sears Block TIF	21.00 Acres
North End Opportunity Corridor TIF	67.70 Acres (Updated 2013)
Penacook Village TIF	47.09 Acres
Combined TIFs	135.79 Acres (Updated 2013)

Using the data above, the City has determined that the SBTIF District, in combination with the other TIF Districts within Concord, does not exceed the taxable value or land area limitations. Please note that there remains a significant capacity, both in terms of allowable value and allowable land area, for the creation of additional tax increment finance districts as deemed necessary by the City Council.

V. Development Program

1. Purpose: The purpose of this section is to comply with RSA 162-K:6 by describing the general scope of public investments in infrastructure and other public facilities to be undertaken in order to support redevelopment of public and privately owned real estate within the SBTIF District.
2. Public Facilities and Infrastructure Improvements to be Constructed: Redevelopment activities within the SBTIF and associated public investment in infrastructure improvements will occur in multiple phases, as follows:
 - a. Phase I Improvements: Phase I investments were completed in 2007 and included the construction of the Capital Commons Municipal Parking Garage, as well as related improvements including the Capital Commons Plaza, Pleasant Street Extension / Storrs Street Pocket Park, reconstruction of the Hills Avenue Municipal Parking Lot, together with related utility, sidewalk, highway, and streetscape improvements on South Main Street and Storrs Street, respectively. These improvements were undertaken to support redevelopment of the former Sears Block located at 11 South Main Street (now known as the Capital Commons Office Building) as well as other parcels in the area.

- b. Phase II Improvements: Phase II improvements shall consist of the installation of underground electrical and telecommunications utilities from #16 - #40 South Main Street. Total area affected is approximately 750 linear feet. The purpose of these improvements is to promote redevelopment of the New Hampshire Employment Security property located at 32-34 South Main Street, as well as adjacent parcels.

Due to timing considerations, this improvement shall be undertaken simultaneously with the Downtown Complete Street Project (City Capital Improvement Program Project #460) which is scheduled for construction between September 2013 and July 2015.

- c. Other Improvements Not Financed by the SBTIF District: It should be noted that other investments in public infrastructure have occurred within the District since its inception. These have included utility, roadway, sidewalk, and streetscape improvements associated with the following private development projects: SMILE Office Building located at 49 South Main Street, Mennino Place Apartments located at 51 Storrs Street, and the so-called NH Book Bindery Redevelopment at 43-45 South Main Street.

In addition, the City plans to undertake additional utility, roadway, sidewalk, and streetscape improvements associated with the Downtown Complete Streets Project (CIP #460) during 2013-2015. This project will include complete reconstruction of North and South Main Streets within the SBTIF District. The SBTIF shall support this project with a \$2.5 million investment to bury aerial utilities as discussed herein. The remainder of the project will be financed by a TIGER Grant from the US Department of Transportation, private donations, as well as bonds and notes supported by the City's General Fund.

3. Open Space Created: Redevelopment within the Sears Block Tax Increment Finance District will help to preserve open space within the City of Concord by providing opportunities for commercial and residential uses on previously developed and, in some cases, contaminated properties, thereby relieving further development pressure on green field sites.
4. Regulatory Controls Applied: The City and all private developers undertaking development projects within the SBTIF shall be required to comply with the following laws, ordinances, rules, and regulations, as applicable:
- City Subdivision and Site Plan Review Regulations;
 - City Code of Ordinances;

- City of Concord Zoning Ordinance;
- State and Federal Laws, Codes, Rules, Regulations, and Standards related to abatement of hazardous materials and environmental contamination; and,
- Compliance with City and State Building Codes and National Life Safety Codes.

5. Operations, Maintenance, and Administrative Costs:

- a. Capital Commons Parking Garage: Operating and maintenance costs associated with the Capital Commons Parking Garage shall be financed through the City Parking Fund. Operating and maintenance costs may be supplemented with funds from the SBTIF or other sources as needed.
- b. Plazas & Pocket Parks: Operating and maintenance costs for the Capital Commons Plaza and Storrs Street pocket park shall be financed by incremental property tax revenues generated by new development within the SBTIF District. If proceeds from the Tax Increment District are insufficient to cover the necessary operation and maintenance costs of the district, these costs shall become a Parking Fund or General Fund obligation as necessary.
- c. Sidewalks and Highways: No new highways or sidewalks are proposed within the SBTIF District. However, existing roads and sidewalks may be reconstructed to support development activities. Because of this circumstance, the operating and maintenance costs associated with reconstructed sidewalks and highways within the SBTIF shall be financed by the City's General Fund and Parking Fund, as applicable. However, these funding sources may be supplemented or replaced by revenues generated by the SBTIF District, provided the District's gross revenues are sufficient to support all other debt service, operating costs, as well as financial contributions to contingency and capital reserve funds.
- d. Public & Private Utilities:
 - i. Drainage: Operating and maintenance costs for drainage utilities shall be financed by incremental property tax revenues generated within the SBTIF District associated with new development or utility enterprise / special revenue funds, as appropriate. If proceeds from the Tax Increment District are insufficient to cover the necessary operation and maintenance costs for drainage utilities within the district, these costs shall become a Parking Fund or General Fund obligation as necessary.

- ii. Water & Sewer: Operating and maintenance costs for water and sanitary sewer utilities shall be financed by the City's Water or Sewer Enterprise Funds, as applicable.
 - iii. Telephone, Cable Television, & Communications Utilities: Operating and maintenance costs for these utilities shall be the responsibility of the private corporations associated therewith.
 - e. Administration and Public Safety: Costs associated with administration of the District as well as public safety serving new development within the District shall be financed by incremental property tax revenues generated within the SBTIF District associated with new development. If proceeds from the Tax Increment District are insufficient to cover the necessary operation and maintenance costs of the district, these costs shall become a Parking Fund or General Fund obligation as necessary.
 - f. Records and Reports: The City will maintain records of financial activity of the District in accordance with Generally Accepted Accounting Principles. The City will include the financial reporting requirement in the Comprehensive Annual Financial Report (CAFR).
6. Relocation and Displacement: It is not anticipated that businesses or residences will need to be acquired or relocated in order to construct municipal facilities or infrastructure improvements to be undertaken in accordance with this Development Program and Finance Plan. However, in the event of relocation of businesses or residences due to facilitate construction of municipal facilities or infrastructure improvements, the City shall follow the Uniform Relocation Act of 1970, as amended.

Private development projects within the District shall not be subject to this provision unless otherwise required by the State or Federal Government due to use of State or Federal funds, such as Community Development Block Grants or certain tax credit programs, to support private development activities, as applicable.

7. Property Acquisition and Disposition: The City hereby has the authority to purchase, sell, or lease real estate within the SBTIF District. The City shall also have the ability to acquire or convey easements and rights-of-way in order to carry out construction of infrastructure and public facilities, as well as to support private development activities.

In accordance with RSA 162-K:6,III,b, the City may acquire real property or easements through negotiation or through powers of eminent domain, except that property acquired through powers of eminent domain shall be put to public use, as defined in RSA 162-K:2, IX-a

8. Grants: The City may seek and use private, non-profit, or governmental grants, as it deems necessary, to provide financial assistance to support private development activities, as well as the design and construction of infrastructure and public facilities. All such applications for and appropriations of such grants shall be approved by the City Council. The City shall not be obligated to amend this Development Program and Financing Plan when accepting grant funds for infrastructure improvements, unless said grants are to be matched with SBTIF funds.

VI. Financing Plan

1. Purpose: The purpose of this section is to comply with RSA 162-K:9 by describing the capital, operating, and maintenance costs of infrastructure and other public facilities constructed to support redevelopment of public and privately owned real estate within the SBTIF District.
2. Capital Costs: Capital investments in infrastructure and public facilities will be undertaken in multiple phases during the duration of the SBTIF District's existence. The following is a description of capital costs for various infrastructure improvements undertaken by Phase within the SBTIF.
 - a. Phase I Improvements: Phase I improvements consisted of the construction of the Capital Commons Parking Garage and related improvements. Phase I improvements were completed in 2007.

Phase I Capital Investment Summary

Item	Amount
Financing / Capitalized Interest	\$300,000
Bond Sale Cost	\$123,000
Permitting	\$92,000
Contingency	\$728,400
Construction of Public Parking Garage	\$9,970,000
Construction / Relocation of Utilities	\$1,393,000
Construction of Streetscape Improvements	\$284,170
Construction of Public Plazas	\$529,100
Repair of City Municipal Parking Lot	\$71,500
Storrs Street / Pleasant Street Traffic Signal	\$150,000
Improvements to Abutting Properties	\$700,000
Developer Construction Management Fee	\$160,000
Construction Bond	\$145,000
Builder's Risk Insurance	\$23,830
Construction Oversight & Legal	\$160,000
Building Demolition	\$365,000
Property Acquisition, Legal Expenses, & Contingency	\$1,129,840
Total Project Cost	\$16,324,840

- b. Phase II Improvements: Phase II improvements shall consist of installation of underground utilities for approximately 750 linear feet located in the vicinity of #16 - #40 South Main Street. The total capital cost of this effort is \$2.5 million, including design and contingency. Costs of repairing / reconstructing sidewalks, roadways, and streetscape amenities associated with the installation of these utilities shall be financed by the City's Downtown Complete Street Project (CIP #460).
3. Sources of Revenue for Development Program Costs: The following is a summary of revenues to finance capital investments.
 - a. Phase I Improvements: The following is a summary of funding sources used to finance the design and construction of Phase I improvements, as completed in 2007.

Phase I Capital Improvements Funding Sources

Funding Source	Amount	Notes
General Obligation Bonds		
Sears Block TIF District Supported		
Taxable	\$683,500	Resolution # 7721, April 11, 2005. Sold August 3, 2005
Tax Exempt	\$2,368,500	Resolution # 7721, April 11, 2005. Sold August 3, 2005
Parking Lease Supported		
Taxable	\$883,000	Resolution # 7721, April 11, 2005. Sold August 3, 2005
Tax Exempt	\$3,040,000	Resolution # 7721, April 11, 2005. Sold August 3, 2005
Parking Fund Supported		
Taxable	\$799,500	Resolution # 7721, April 11, 2005. Sold August 3, 2005
Tax Exempt	\$2,386,500	Resolution # 7721, April 11, 2005. Sold August 3, 2005
General Fund Supported		
Taxable	\$0	Resolution # 7891, May 8, 2006. Sold January 15, 2007
Tax Exempt	\$2,281,000	Resolution # 7891, May 8, 2006. Sold January 15, 2007
Subtotal - Bonds	\$12,442,000*	
Grants & Reserve Funds		
US HUD EDI Grant	\$482,840	Resolution # 7305, August 11, 2003
City Parking Fund	\$300,000	Resolution # 7504, August 11, 2003
	\$250,000	Resolution # 7891, May 8, 2006
City Economic Development Reserve Fund	\$250,000	Resolution # 7102, August 14, 2000
	\$800,000	Resolution # 7270, January 14, 2002
	\$1,100,000	Resolution # 7305, August 11, 2003
	\$700,000	Resolution # 7891, May 8, 2006
Subtotal - Grants & Reserve Funds	\$3,882,840	
Total Funding – All Sources	\$16,324,840	

*Note, in May 2012, the City converted approximately \$2.505 million in tax exempt debt previously issued in 2005 and 2007, respectively, in order to convert 91 hourly public parking spaces in the Capital Commons Municipal Parking Garage to lease status to support redevelopment of private property, including but not limited to, the NH Book Bindery Block located at 43-45 South Main Street.

- b. Phase II Improvements: Phase II improvements shall be financed by a \$2.5 million general obligation bond supported by the SBTIF District. If proceeds from the Tax Increment District are insufficient to cover the necessary operation and maintenance costs of the district, these costs shall become a General Fund obligation as necessary.
4. Estimated Annual Debt Service and Operating Costs for the District: The following is a summary of annual debt service and operating costs for the district, including Phase I and Phase II improvements.

Annual Debt Service and Operating Costs

Debt Service		
Phase I Improvements: Capital Commons Garage (Completed 2007)	Average Annual Payment	Funding Source
Parking Lease Supported G.O. Bonds	\$283,150	Parking Fund
Parking Fund Supported G.O. Bonds	\$227,645	Parking Fund
TIF District Supported G.O. Bonds	\$220,404	SBTIF
General Fund Supported G.O. Bonds	\$164,498	General Fund / SBTIF
Converted \$2.505 Million Debt Service, Tax Exempt to Taxable Status	\$4,810	SBTIF, General Fund, & Parking Fund
Phase II Improvements: South Main Street Underground Utilities (2013)		
TIF Supported G.O. Bonds (Assumes \$2.5M @ 2.25% for 20 Years, Tax Exempt Issuance, Sold January 2014) (Average Annual Payment)	\$156,000	SBTIF
Subtotal	\$1,056,507	
Capital Commons Parking Garage Operating Costs	Amount	Funding Source
Parking Enforcement Costs	Excluded	Parking Fund
General Services Department Operating Expenses (FY2014) (Labor, Utilities, Supplies)	\$114,735	Parking Fund
Real Estate Taxes for Leased Parking Spaces (FY2014)	\$49,780	Parking Fund
Landscaping - Capital Commons Plaza & Storrs Street Pocket Park (FY2014)	\$8,500	SBTIF
Subtotal	\$173,015	
Administration Fees	Amount	Funding Source
Administration Fees	\$16,976	SBTIF
Subtotal	\$16,976	
Total Debt Service, Maintenance, & Operating Expenses	\$1,246,497	

5. Duration of the Program's Existence: The Sears Block Tax Increment Finance District shall exist until the purposes for which it has been created are fulfilled. Specifically, the District shall continue to exist until such time as:
- a. The repayment or legal defeasance of all debt service supported by the District;
 - b. Repayment of all reserve funds contributions from the Economic Development Reserve, Downtown Economic Development Reserve, and Parking Fund used to finance the development program;
 - c. Capitalization of a Capital Reserve Fund, in such amounts determined by City Council, to support future repair and reconstruction of SBTIF improvements; and,
 - d. Passage of the appropriate resolutions by City Council to officially dissolve the District.

It is projected that debt service for Phase II of the Development Program (i.e. South Main Street underground utilities) will be retired in 2035. Therefore, it is anticipated that the District shall not be dissolved until 2035.

6. Estimated Tax Increment Financing Impact on All Related Taxing Jurisdictions: All property tax revenues generated by incremental development within the SBTIF District occurring after the date of the District's creation shall be captured and retained by the District to support debt service and operating costs associated with infrastructure improvements constructed within the District.

It is anticipated that the debt service associated with Phase I and II improvements shall not be fully repaid until City FY2035. Therefore, property tax revenues associated with incremental assessed value created in the District from new development will not be available to the Concord School District, Merrimack County, or the State of New Hampshire until 2035.

The City Council may, on an annual basis, vote to release a portion of the captured incremental assessed value, and property taxes associated therewith, to the City's General Fund, as well as the Concord School District, Merrimack County, and the State of New Hampshire, as applicable. However, release of any portion of the captured incremental

assessed value shall only occur after the SBTIF has sufficient revenues to support:

- a. Existing debt service;
 - b. Repayment of equity contributions from the Economic Development Reserve Fund, Downtown Economic Development Reserve Fund, and Parking Fund;
 - c. Operating and maintenance expenses;
 - d. Capitalization of a contingency fund for the SBTIF; and,
 - e. Capitalization of a Capital Reserve Fund to support future repair and replacement of public facilities and infrastructure improvements financed by the SBTIF District.
7. Captured Value Dedicated Towards Retirement of Bonds and Notes: One hundred percent (100%) of the captured value of the District shall first be dedicated for the payment of the tax increment supported bonds and notes in accordance with NH RSA 162-k:10, II, a.

In the event the City receives captured value (and associated incremental property tax revenues) in excess of the minimum amount necessary to pay annual debt payment obligations for Sears Block TIF District Supported General Obligation Bonds, as well as operating and maintenance costs of the District, the City may, upon passage of all necessary resolutions by the City Council, allocate any portion of the excess captured value to support debt service previously issued, or to be issued, by the Parking Fund or the General Fund, for:

- a. Public improvements within the District, without limitation;
 - b. Additional debt service which might be incurred as a result of converting any portion of the taxable or tax exempt Sears Block TIF District, Parking Fund, Parking Lease, or General Fund supported General Obligation Bonds previously issued to finance design and construction of improvements within the District. Support of said debt service can be in the form of a financial transfer from the Sears Block TIF Fund to the Parking Fund or City's General Fund, as required.
8. Annual Allocation of Captured Value:
- a. In the event any annual Tax Increment Revenues from the Tax Increment District that, together with any unexpended balances of such revenues from prior years, exceed the amount necessary

annually to meet 1) current debt service payments on the portion of the bonds designated in the Amended and Restated Sears Block TIF Plan as payable from Tax Increment Revenues, 2) costs of maintenance and operation of the Capital Commons Municipal Parking Garage in excess of available revenues produced from such facility and 3) debt service payments on the Bonds to be due in the next fiscal year shall be used to reimburse the following funds of the City for Capital Commons Municipal Parking Garage project costs, or debt service related thereto, heretofore, or hereafter paid from such funds, plus interest unless otherwise approved by the City Council.

- i. The Parking Fund, to reimburse any equity (cash) contributions to finance public facilities and infrastructure improvements or to support debt service on bonds issued for the Capital Commons Parking Garage project.
 - ii. The General Fund, to reimburse any past or current payments from said Fund required for debt service on bonds issued for the project due to insufficient tax increment revenues or parking lease revenues, as applicable.
 - iii. The Economic Development Reserve Fund, to reimburse any contributions by said Fund to support capital improvements or maintenance activities.
 - iv. The Downtown Economic Development Reserve Fund, to reimburse any contributions by said fund to capital improvements or maintenance activities.
 - v. Capitalization of a contingency fund, or enhancement of the District's unrestricted fund balance, to support debt service, as well as operating and maintenance expenses in the event of potential reductions in property tax revenue associated with property tax abatements for incremental real estate development within the District.
- b. In the event the District generates sufficient captured assessed value (and associated incremental property tax revenues) resulting in a surplus of such incremental tax revenues after satisfying the District's annual debt service, operating expenses, and contingency fund obligations set forth within items i-v above, the City may also:
- i. Create a capital reserve fund to support future repair or replacement of infrastructure and public improvements

constructed within the District, including, but not limited to the Capital Commons Municipal Parking Garage; or,

- ii. Release a portion of the District's captured assessed value or associated "surplus" property tax revenues to the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire, as applicable.

VII. District Administration

1. In accordance with RSA 162-K:13, the City Manager, or his designee, shall serve as the administrator for the District. The Administrator shall be responsible for:
 - a. Staffing the SBTIF Advisory Board;
 - b. Preparing reports;
 - c. Overseeing capital investments;
 - d. Coordinating maintenance activities within the District;
 - e. Negotiating agreements to acquire or sell real estate for City Council's approval;
 - f. Preparing grant applications to support development activities within the District; and,
 - g. Negotiating contracts for design, construction, or maintenance of public facilities and infrastructure improvements constructed within the SBTIF Districts.

VIII. Section VI Advisory Board Responsibilities

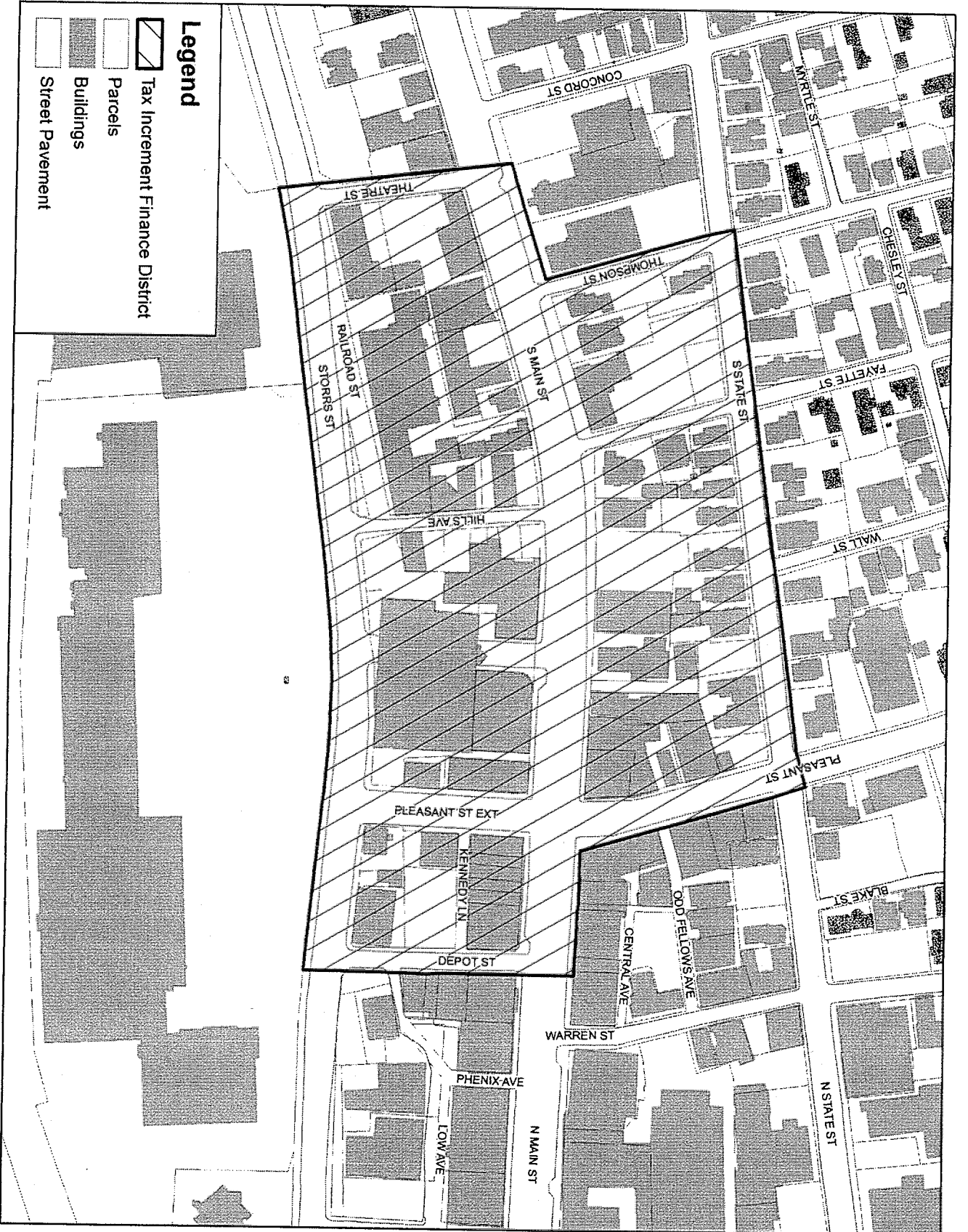
In accordance with RSA 162-K:14, the City Council passed Resolution #7740 on May 9, 2005, which created the Advisory Board. This resolution incorporated the provisions of RSA 162-K. The Advisory Board shall meet as circumstances warrant, as determined either by the City Manager, his designee, or members of the Advisory Board.

The Advisory Board shall have thirty (30) days to appeal any decision of the District Administrator to City Council for review and appropriate action.

The Advisory Board shall advise the governing body and the District Administrator on implementation of the development program, as well as maintenance and operations of the District until defeasance of all bonds and

notes supported by the SBTIF and a vote by the City Council to dissolve the District.

EXHIBIT 1: Sears Block TIF District Geography





CITY OF CONCORD

TAA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects

MRW

DATE: May 29, 2013

SUBJECT: Sears Block Tax Increment Financing District Amendments

Recommendations:

- Accept the following report;
- Set the attached resolution amending and restating the Sears Block Tax Increment Finance District Development Program and Financing Plan for public hearing on July 8, 2013, but delay City Council action until August 12, 2013; and,
- Set the attached resolution authorizing the issuance of bonds and notes in the amount of \$2,500,000 for installation of underground utilities on a portion of South Main Street for public hearing on July 8, 2013, but delay City Council action until August 12, 2013.

Background:

Municipalities are authorized to enact Tax Increment Finance Districts (TIFs) in accordance with State Law RSA 162-K.

The Sears Block Tax Increment Finance District (SBTIF) was established on July 9, 2001 in accordance with RSA 162-K by the City Council for the purpose of making public investments in infrastructure to foster redevelopment of the former Sears Block site located at 11 South Main Street, as well as other property located in the southern portion of Downtown and the central portion of the Opportunity Corridor.

Activities within SBTIF are governed by the District's Development Program and Financing Plan. These documents have been modified periodically since the SBTIF's inception in 2001. The most recent amendments were enacted by Resolution #8534 on February 13, 2012, in order to facilitate redevelopment of the so-called Bindery property located at 43-45 South Main Street.

Discussion:

The primary purpose of the current proposed amendments to the SBTIF Development Program and Financing Plan is to finance the installation of underground electrical and telecommunications utilities on a portion of South Main Street to encourage redevelopment of the NH Employment Security (NHES) property at 32-34 South Main Street, as well as

surrounding properties. In addition, the proposed amendments include minor modifications to the Development Program and Financing Plan to make these documents consistent with fiscal policies set forth within the FY2014 City Budget. Details are as follows:

- 1) Underground Utilities: The City Administration is recommending appropriation of these funds to bury aerial utilities on a portion of South Main Street due to the convergence of timing for two major downtown projects; specifically redevelopment of the NHES property and the Downtown Complete Streets Project (CIP 460).

As City Council knows, the City has been working with the State to market the NHES property at 32-34 South Main Street for redevelopment. In late January, the City issued a request for proposals package for the purpose of soliciting developers for the property. Multiple development proposals were received on May 15th. In conjunction with the State, staff has begun its due diligence and will likely provide an update to City Council during a nonpublic session in July. Preliminarily, all development proposals for the site are predicated, in part, on the installation of underground utilities along the South Main Street frontage of the site.

The Downtown Complete Streets Project (CIP 460) is set to begin construction this September. This project will result in a completely rebuilt roadway and streetscape along the NHES site's South Main Street frontage, as well as the frontage of surrounding properties, which might become part of a larger redevelopment plan.

While the process to select a developer is still in its infancy and no schedule for redevelopment of the site has been established, the imminent timing of the Downtown Complete Streets Project dictates that installation of underground utilities along the South Main Street frontage of the NHES site and surrounding parcels must be coordinated and undertaken simultaneously with the Complete Streets project. Installing the underground utilities now will allow the City, or the developers of the NHES site or surrounding properties, to avoid destroying the newly completed streetscape improvements in the future, and additional costs of replacing said improvements in order to necessitate installation of underground utilities. For these reasons, the City Administration proposes that the City issue \$2.5 million in SBTIF supported bonds to complete this work simultaneously with the Downtown Complete Streets Project.

Assuming City Council approval in August, bonds would be sold in January 2014. Presently, staff anticipates debt would be issued on a tax-exempt basis for 20 years at approximately 2.25% interest rate. Based upon these assumptions, the annual debt service payment will be approximately \$156,000.

Currently, the SBTIF is scheduled to terminate in FY2027. However, issuance of this additional debt service will cause the SBTIF to be extended to FY2035.

As City Council knows, the FY2014 budget proposes a multi-year plan to transfer money to the Parking and General Funds to reimburse these funds for equity and debt service investments in the Capital Commons project. The same plan also calls for the SBTIF to absorb future debt payments borne by these funds for the Capital Commons project. Issuance of this \$2.5 million in new debt service for underground utilities may require the City to revisit this strategy depending upon the timing of redevelopment of the NHES

site, the amount of new incremental tax revenues generated by said development, and numerous other variables within the SBTIF Fund Pro Forma. That said, the current SBTIF Fund Po Forma indicates the fund can support this new debt service, as well as ongoing payments to the Parking and General Funds, absorption of future Parking and General Funds debt service, while maintaining reasonable fund balances through FY2017. However, to maintain this strategy past FY2017, redevelopment of the NHES property must occur by April 1, 2017, and maintain an assessed value not less than \$6 million. If redevelopment of the NHES does not occur by this date, the City will need to revisit whether the SBTIF can support Parking Fund or General Fund debt service at that time as currently proposed.

- 2) Administrative Edits to Development Program and Financing Plan: In addition to updates associated with the underground utilities, the revised Development Program and Financing Plan has been revised to provide greater flexibility when prioritizing repayments to the Parking Fund and General Fund.

Other changes include provisions related to transfers from the SBTIF to the General Fund for administration of the district.

In addition, the document also calls for the creation of a SBTIF Capital Reserve Fund. Thus reserve fund will be capitalized when the SBTIF has sufficient excess revenues or fund balance. The goal of this new reserve is to create a dedicated source of funds to support future repairs or replacement of public facilities and infrastructure developed within the SBTIF District.

Lastly, the amended Development Program and Financing Plan also includes a variety of updates in order to make the document consistent with the City's current management practices and strategies for the District.

- 3) Advisory Committee Recommendation: The SBTIF Advisory Committee met on May 14, 2013 to discuss the proposed investment in underground utilities, as well as administrative changes to the Development Program and Financing Plan. It was the consensus of the Committee to recommend that the City proceed with installation of the underground utilities. However, the Committee also recommended the City seek financial support from developers of the NHES site and other surrounding properties to help mitigate costs to the SBTIF District for the utilities.

In addition, because underground utilities would terminate at Thompson Street, the Committee recommended that underground utilities be extended further south to the Capital Center for the Arts to improve the aesthetics of southern gateway into Downtown. The estimated cost to extend underground utilities through the Capital Center for the Arts is \$1 million.

CITY OF CONCORD

Brian
5/29/13
6-19

7-36(C)

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) INCLUDING AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR THE INSTALLATION OF UNDERGROUND UTILITIES AS PART OF AND WITHIN THE SEARS BLOCK TAX INCREMENT FINANCE DISTRICT

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** On July 9, 2001 the City approved Resolution #7205 which established the Sears Block Tax Increment Finance District (SBTIF), which was subsequently amended by Resolutions #7515, #7722, #7890, and #8534; and
- WHEREAS,** the purpose of the SBTIF is to finance infrastructure improvements to encourage private investment in redevelopment of real estate and other economic development activities within Downtown Concord; and
- WHEREAS,** the City's initial investment within the SBTIF was in the amount of \$16,324,840 for construction of the Capital Commons Municipal Parking Garage, plazas, sidewalks, and related streetscape and utility improvements; and
- WHEREAS,** in conjunction with the Downtown Complete Streets Project (CIP #460), the City desires to make additional investments in the SBTIF in order to bury aerial electrical and communications utilities located approximately between 16 South Main Street and 40 South Main Street; and
- WHEREAS,** the purpose of burying said utilities will be to encourage redevelopment of the New Hampshire Employment Security Building located at 32-34 South Main Street and surrounding properties, as well as to improve aesthetics for the South Main Street corridor and reliability of electrical and communications utilities in this area of the City; and
- WHEREAS,** on the date hereof, the City Council has adopted the Amended and Restated Sears Block Tax Increment Development Program and Financing Plan (the "Amended Sears Block TIF Plan") to, among other things, include additional debt service costs for these proposed improvements; and
- WHEREAS,** RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution, which shall be taken by roll call vote.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION APPROPRIATING TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) INCLUDING AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR THE INSTALLATION OF UNDERGROUND UTILITIES AS PART OF AND WITHIN THE SEARS BLOCK TAX INCREMENT FINANCE DISTRICT

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$2,500,000
be and is hereby appropriated as follows:

SBTIF Capital Projects Fund

Community Development Engineering Services

SBTIF Underground Utilities\$2,500,000

- 2) Revenue to meet said appropriation shall be provided from the following sources:

SBTIF Capital Projects Fund

Community Development Engineering Services

Bonds and Notes\$2,500,000

- 3) The City Treasurer, with approval of the City Manager, is authorized to issue up to two million five hundred thousand dollars (\$2,500,000) in bonds and notes of the City of Concord under RSA 162-K: 8, Chapter 280 of the Acts of 2000, and/or the Municipal Finance Act, it being the expectation of the City to pay the debt service costs on such bonds and notes from Tax Increment Revenues as designated and further described in the Amended Sears Block TIF Plan.
- 4) The discretion of the fixing of dates, maturities, rates of interest, form and other details of such bonds and notes (including whether such bonds or notes shall be issued on a tax exempt or taxable basis) and providing for the sale is hereby delegated to the City Treasurer.
- 5) Sums as appropriated shall be expended under the direction of the City Manager.
- 6) The useful life of the improvements is expected to be in excess of twenty-five (25) years.
- 7) This resolution shall take effect upon its passage.

CITY OF CONCORD

Ben
5/29/13
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In the year of our Lord two thousand and thirteen

RESOLUTION

TO APPROPRIATE THE SUM OF ONE HUNDRED NINETY THOUSAND FOUR HUNDRED DOLLARS (\$190,400) FOR COMMUNICATION SERVICES FOR THE DOWNTOWN COMPLETE STREETS IMPROVEMENT PROJECT FROM THE CITY OF CONCORD ECONOMIC DEVELOPMENT RESERVE FUND AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH LOUIS KARNO & COMPANY, LLC FOR COMMUNICATION SERVICES

Page 1 of 2

The City of Concord resolves as follows:

- WHEREAS,** The City was awarded a \$4.71 million grant from the United States Department of Transportation for the Downtown Complete Streets Improvement Project in 2012; and
- WHEREAS,** The Downtown Complete Streets Improvement Project Advisory Committee in 2012 recommended that the City retain the services of a professional communications firm to ensure that regional residents know that the downtown is open for business during the aforementioned project; and
- WHEREAS,** A Request for Qualifications (RFQ) was issued for the provision of public relations services for this project; and
- WHEREAS,** Louis Karno & Company, LLC—a downtown Concord-based public relations company—replied to the RFQ and is recommended for City Council approval; and
- WHEREAS,** Louis Karno & Company's fee for comprehensive public relations services for the Downtown Complete Streets Improvement Project is \$190,400; and
- WHEREAS,** This appropriation is not part of the FY 14 budget, as such it requires a roll call vote and 2/3 majority of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and thirteen

RESOLUTION

TO APPROPRIATE THE SUM OF ONE HUNDRED NINETY THOUSAND FOUR HUNDRED DOLLARS (\$190,400) FOR COMMUNICATION SERVICES FOR THE DOWNTOWN COMPLETE STREETS IMPROVEMENT PROJECT FROM THE CITY OF CONCORD ECONOMIC DEVELOPMENT RESERVE FUND AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH LOUIS KARNO & COMPANY, LLC FOR COMMUNICATION SERVICES

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Concord that:

1. The sum of\$190,400
be and is hereby appropriated as follows:

General Capital Projects Fund

Community Development Engineering Services

Downtown Complete Streets Improvement (CIP #460)\$190,400

2. Funding for this project is available as follows:

Capital Reserve Fund

Economic Development Reserves\$190,400

3. Sums as appropriated shall be expended under the direction of the City Manager.
4. The City Manager is authorized to execute an agreement with Louis Karno & Company, LLC for the provision of communication services for the Downtown Complete Streets project.
5. This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Carlos P. Baía, Deputy City Manager – Development

DATE: May 28, 2013

SUBJECT: Communication Services Agreement with Louis Karno & Company, LLC

Recommendation

Accept this report to authorize the City Manager to enter into an agreement with Louis Karno & Company, LLC for the provision of public relations/communications services for the Downtown Complete Streets construction project.

Background

The Downtown Complete Streets Project Advisory Committee recommended that the City retain a public relations firm to assist in the effective dissemination of construction information and marketing for the downtown during the project construction.

A Request for Qualifications (RFQ) was issued in March 2013 and four finalist firms were interviewed on May 3rd. The interview panel consisted of the City Manager, City Engineer, City Planner, Deputy City Manager for Development and a downtown merchant representative, Brian Shea—owner of the Barley House.

Discussion

The firm selected for negotiation of scope and fee was Louis Karno & Company, LLC. Karno is headquartered on Warren Street in the downtown. The firm will provide 24/7 availability and has included a wide and substantive variety of project elements in its proposed agreement (see attached document). These include—but are not limited to—a “Daily Dig” newsletter, photo and video updates, special event coordination, an ad campaign and an electronic communication platform.

The 20 month agreement is recommended for approval with a fee of \$190,400. This figure represents approximately 2.4% of the total Downtown Complete Streets project budget. As a point of comparison, the national ratio of marketing costs to revenues is usually 7-8% for companies with revenues of less than \$5 million.

The funds for this appropriation would be drawn from the Economic Development Reserve. As this is an appropriation not identified in the FY 14 budget, it would require a 2/3 roll call majority of Council.

Quotation to City of Concord for communication support of the Main Street Improvement Project

This proposal and project communication budget is based on the approach we presented to you on 5/3 and the scope of work discussed with you on 5/17/13.

We anticipate our work to span July 2013 to December 2014 with an additional 2 months work in 2015 to support project wrap up and celebration (20 months total).

Communication project goal

Get the whole community behind the project.

Objectives

1. Maintain commerce.
2. Keep downtown business and property owners, employees and patrons informed about construction plans so that they can adapt and work around what's happening.
3. Have patrons and employees park in garages, side streets and in temporary lots.
4. Have merchants businesses and community member express support for the project.
5. Have members of the community and those who work in Concord understand and be excited about the future benefits of our new downtown.

Key message

Concord's Main Street is open for business.

WHAT WE'LL DO

Research

Review existing stakeholder research on anticipated project impact.

Conduct pre-construction face-to-face meetings/ survey of downtown merchants and businesses with representative of city and construction firm.

Conduct pre-construction survey of downtown patrons.

Conduct post-construction survey of audiences above.

Planning

Develop of formal project communication plan with goals, objectives, tactics, due dates and responsible parties.

Develop of crisis anticipation and communication plan.

Implementation

Take a boots-on-the-ground approach to the tactical support of project – be out on Main Street every day.

Full coordinate our work with the city engineer, downtown redevelopment, and project design and construction team (meetings, calls, emails, etc.).

Conduct spokesperson training for project team members (city, engineering, construction).

Develop Main Street Improvement “Open for Business” brand platform including logo.

Publish a “survival guide” for downtown businesses and patrons (different guide for each audience).

Develop a project electronic communication platform including website, Facebook, Twitter, e-news and integration with City website alerts and notification features (use existing resources whenever possible).

Produce and distribute the “Daily Dig” morning update on project status and Main Street events distributed across all communication platforms daily.

Produce and upload daily photo and video updates to communication platform.

Create 3-D illustrations of what Main Street will look like when completed (e.g. State House Plaza, Works pocket park, street scape with lights, planters, trees, buildings, sidewalks).

Create “Dig This” flexible wayfinding/education signage (with QR codes for more information on website).

Provide complete media relations support, including news releases and direct news media outreach and coordination.

Provide crisis communication support as needed.

Create and coordinate special events, including ground-breaking and project completion celebration, community and school events.

Encourage organizations to integrate Main Street Improvement / Open for Business theme into traditional Main Street events like Market Days, Halloween Howl, Midnight Merriment and the Rockn' Race.

Produce a "Main Street is Open for Business" advertising campaign.

Evaluation

Establish an evaluation metrics dashboard (e.g. customer counts, parking, business occupancy, business sales, website use, email subscriptions, media impressions earned) and collect data that can be used to monitor campaign effectiveness and make adjustments as needed.

PROJECT BUDGET

Research, planning, implementation and evaluation support Includes: face-to-face research program; communication plan; crisis plan; brand platform; spokesperson training, meetings; survival guides; Daily Dig production and distribution; daily electronic communication platform updates; photo and video updates; media relations support; special event coordination; evaluation metrics dashboard	\$125,000
Printing, signage, graphic design Production and distribution of survival guides; creation and maintenance, project progress sign; flexible QR wayfinding and education signs; 3, 3-D illustrations	\$18,400
Electronic communication platform Website, Facebook, Twitter, e-news, integration with City web site alert and notification features	\$6,000
Advertising Open for business ad campaign: print, radio, web	\$50,000
20-month communication project budget	\$190,400

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CITY OF CONCORD

In the year of our Lord two thousand and twelve

RESOLUTION RESOLUTION APPROVING THE GRANTING OF A CONSERVATION EASEMENT TO THE SOCIETY FOR THE PROTECTION OF NEW HAMPSHIRE FORESTS (SPNHF) ON APPROXIMATELY 114 ACRES OF LAND SOUTHERLY AND EASTERLY OF GULLY HILL ROAD, AS APPROVED BY THE CONSERVATION COMMISSION.

The City of Concord resolves as follows:

- WHEREAS,** on April 12, 2004, the City adopted the provisions of RSA 36-A re-establishing the Concord Conservation Commission with the power to acquire in the name of the City, subject to the approval of the local governing body, by gift, purchase, grant, bequest, devise, lease, or otherwise, the fee in such land or water rights, or any lesser interest, development right, easement, covenant, or other contractual right including conveyances with conditions, limitations or reversions, as may be necessary to acquire, maintain, improve, protect, or limit the future use of or otherwise conserve and properly utilize open spaces and other land and water areas within the City; and
- WHEREAS,** between 2007 – 2010 the City acquired approximately 114 acres southerly of Gully Hill Road including parcels 110/6/9, 110/6/10, 110/6/11, 110/6/12, 114/1/8, 114/1/3, 114/1/6 and 110/6/14 for open space purposes, with funds available in the Conservation Trust Fund; and
- WHEREAS,** this land includes agricultural land of statewide and local importance and is also located within the floodplain of the Merrimack River; and
- WHEREAS,** the property is leased to local farmers and is currently in agricultural use, the lease revenues will be used to assist maintenance of the parcel, or otherwise be placed in the Conservation Fund; and
- WHEREAS,** the Master Plan 2030 includes the following goals: "To preserve prime and significant agricultural soils for agricultural uses, and to encourage the retention and diversification of agricultural uses within the City"; and
- WHEREAS,** the Conservation Commission, under the provision of RSA 36-A, conducted a public hearing after which the Conservation Commission members voted unanimously in the affirmative to recommend the conveyance of a conservation easement in the name of the City of Concord to the SPNHF on the above-cited parcels, as a means of ensuring the permanent protection and stewardship of said parcels; and for which the Conservation Commission intends to pay the standard SPNHF one-time stewardship fee for the acceptance and long-term monitoring of the conservation easement in the amount of \$10,000, from the Conservation Trust Fund property management account, as appropriated in the Fiscal Year 2012 budget;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) This resolution shall be effective upon its passage.

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CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: CONCORD CONSERVATION COMMISSION

DATE: May 28, 2012

SUBJECT: Resolution approving the granting of a conservation easement to the Society for the Protection of New Hampshire Forests (SPNHF) on approximately 114 acres of land southerly and easterly of Gully Hill Road, as approved by the Conservation Commission.

Recommendation

Authorize the City Manager to grant a conservation easement to the Society for the Protection of New Hampshire Forests (SPNHF) on approximately 114 acres of land southerly and easterly of Gully Hill Road.

Background

In 2004, the Conservation Commission and the SPNHF began a dialogue about protecting the prime farmland south of Gully Hill Road which belonged to the Bartlett Family Trust, the Keith G. Richard Trust, and the Towle Special Trust. The preservation of the Bartlett dairy farm on Josiah Bartlett Road was also part of this discussion. SPNHF took the lead on discussions with the Bartletts about the family farm, while the Commission proceeded to contact the Bartletts, Keith Richard, and the Towles, regarding the possible acquisition of approximately 114 acres of land southerly of Gully Hill Road and northerly of Terrill Park. The land contains important agricultural soils, is located in the floodplain with extensive frontage along the Merrimack River and is within close proximity to downtown Concord. The Commission began negotiations with the property owners in 2007, and purchased the southerly 40 acres from Keith G. Richard Trust. Mr. Richard conditioned the sale of his land on a lease back to allow him to continue farming the property.

In 2007, the Towle Special Trust sold its property, which was an undivided half interest in the 29 acres at the northern edge of this area, to Jeffrey S. Larrabee, who approached the Commission in September 2008 about selling his interest in this parcel. In March of 2009, the City purchased the 29 acres from Mr. Larrabee and the Bartlett family, who each owned a half interest in the parcel. The tillable acreage was then leased back to the Bartlett family.

At that time the City also secured an option to purchase the balance of the Bartlett lands (45+/- acres) in the future. The Bartlett family is in its fourth generation of dairy farming in Concord on Josiah Bartlett

Road, and they also conditioned the future sale of the remaining 45 acres on the lease back of the agricultural land. In 2010, the City purchased the remaining 45 acres from the Bartlett family and entered into a long term lease with the Bartletts to allow them to continue farming the land.

The Conservation Commission held a public hearing on August 11, 2010, and voted unanimously to convey a conservation easement on the all of the city-owned open space land southerly of Gully Hill Road and to pay the stewardship fee of \$10,000 from funds available in the Conservation Trust Fund, to the SPNHF for the granting of the conservation easement. The \$10,000 stewardship fee and any closing costs would be paid for from the funds available on deposit in the Conservation Trust Funds, as appropriated for land protection projects in the fiscal year 2012 budget.

The City Council discussed the conveyance of the conservation easement during the public hearing in 2010 for the acquisition of the Bartlett property. The Council decided to authorize the purchase of the land but asked the Conservation Commission to work with SPNHF to develop a draft conservation easement that the Council would vote on at a later date.

Proposed Conservation Easement

The City now owns all of the agricultural/floodplain land southerly of Gully Hill Road and northerly of Terrill Park. This land was identified in the Master Plan as a priority area for protection due to its prime agricultural soils, substantial wetlands, valuable wildlife habitat, location within the floodplain, and the potential for trails and access to the river for outdoor recreation. Because the property is such an important natural and recreational resource for the City, the Commission agreed that it would benefit from the added level of protection that conservation easement would offer.

The conservation easement would ensure that the prime agricultural soils as well as the natural and recreational resources are protected in perpetuity. SPNHF would assume the responsibility of the land stewardship for the property. If the easement is conveyed, the City would pay a one-time stewardship fee of \$10,000 to SPNHF as a contribution towards the stewardship responsibilities. These responsibilities include annual monitoring to make sure the property is being managed in a way that is consistent with the terms of the easement. Conservation easements have been conveyed to SPNHF on the City-owned agricultural lands off of West Portsmouth Street and Locke Road. A fact sheet published by SPNHF with answers to commonly asked questions and concerns regarding conservation easements has been included in this report for your review.

The Commission has worked with SPNHF to develop a proposed conservation easement for the property. The easement includes the standard language that prohibits development and further subdivision of the property and restricts the use of the land for industrial and commercial purposes. The easement would permit agricultural, forestry, and passive non-motorized recreational uses and other uses that would not be detrimental to the conservation purposes of the easement. The easement also includes specific language to addresses the following areas in more detail:

- **Public Events** - The City may hold public events on the property. The event could include the installation of temporary shelters, tents, staging, utilities such as electric power, and provide for the parking of vehicles and the installation of temporary sanitation facilities such as chemical toilets. The easement restricts the length of any one event to 10 days.

- Construction of Shared-Use Path - The City may construct and maintain a paved 12-foot wide shared use path together with a boardwalk and associated drainage improvements within the easement area. The easement would restrict the location of the trail to an area between 250 feet and 50 feet from top of the bank of the Merrimack River at the time of construction.
- Construction of Small Parking Area - The City may construct a small parking area (8,000 sq. ft. or less) to support the recreational users of the property.
- Construction of Recreational Amenities – Trails, kiosks, docks, boardwalks and bridges may all be constructed on the property.
- Buffer to the Merrimack River – The easement provides for a 75-foot protective buffer to the Merrimack River. The natural vegetation existing within 75 feet of the top of the bank along the Merrimack River will need to remain undisturbed. The vegetation within the buffer can be thinned or pruned to open up scenic view of the river or to manage the health of the vegetation. The buffer can also be disturbed to accommodate the construction and maintenance of recreational trails.
- Installation of Temporary Structures - Agricultural or forestry related structures and temporary structures related to special events may be located within an area that is outside of the 250-foot shoreland setback and the 50 foot buffer to jurisdictional wetland areas (See attached map). The City may also permit the installation of temporary agricultural structures such as hoop houses, provided that the total impervious surface does not exceed 100,000 sq. ft. and that the impervious coverings be installed no earlier than October 15 of each year and removed no later than June 1.
- Maintenance of Existing Roads - The City would be able to continue to maintain, repair, improve, and use all roads which exist on the property today. New roads would need to be located outside the 50-foot wetland buffer and the 75-foot vegetative buffer to the Merrimack River at the time of construction.

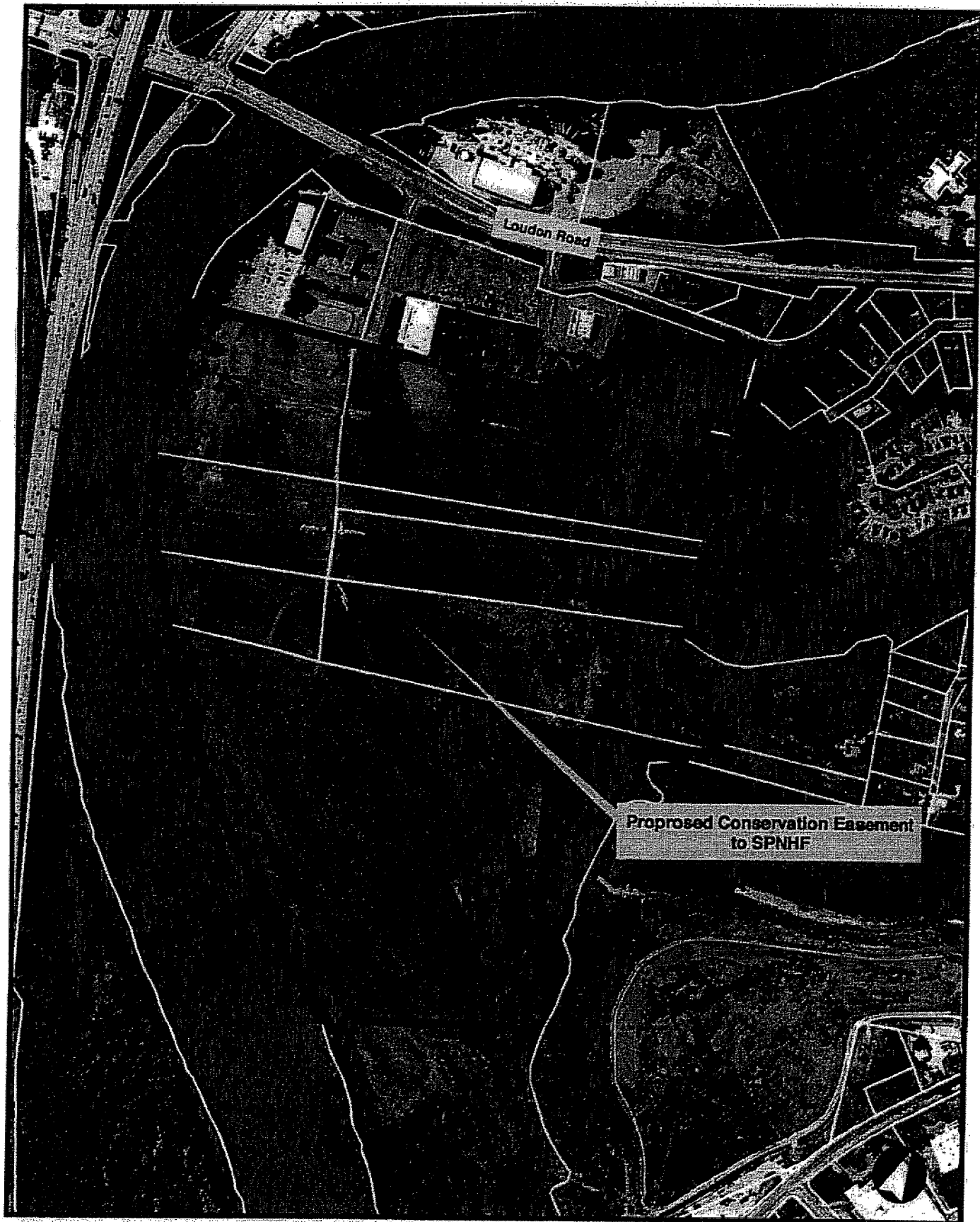
Summary


The recommendation is to authorize the City Manager to grant conservation easement to the Society for the Protection of New Hampshire Forests (SPNHF) on approximately 114 acres of land southerly and easterly of Gully Hill Road. The Conservation Commission will pay for the \$10,000 stewardship fee and any closing costs from the funds available on deposit in the Conservation Trust Funds, as appropriated for land protection projects in the fiscal year 2012 budget.

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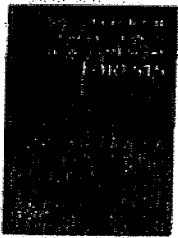
 Proposed Easement Area, 114 acres southerly of Gully Hill Road

0 162.5 325 650 975 1,300 Feet

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CONSERVATION EASEMENT

QUESTIONS AND ANSWERS

One of the best ways you, as landowner, can protect the important natural features of your land is to place a conservation easement on your property.

A conservation easement provides permanent protection from land use that could damage or destroy its scenic, recreational, ecological, and natural resources.

Each easement is drafted to reflect the natural resources of the land, the personal needs of the landowners, and the objectives of the organization or agency that holds the easement.



What is a conservation easement?

A conservation easement deed is a permanent, legally binding agreement between a landowner and a qualified conservation organization or public agency that restricts use of the land to protect its significant natural features. In New Hampshire this is authorized by RSA 477:45-47.

Who owns the land when a conservation easement is placed on a property?

As a landowner, you continue to own and have the right to manage your land while giving up the right to engage in certain intensive uses of the property. You will continue to be responsible for paying the local property taxes on the parcel.

Who can hold conservation easements?

According to New Hampshire state law, conservation easements can be held by a qualified non-profit conservation organizations or public agencies and municipalities able to ensure that the property is protected in perpetuity. Private groups such as the Forest Society, the NH Audubon Society, The Nature Conservancy, and local land trusts are equipped to receive and enforce conservation easements. Public agencies such as town conservation commissions, county conservation districts, the NH Department of Fish and Game and the NH Division of Forests and Lands also hold conservation easements.

What uses are permitted on conservation easement land?

Typically, conservation easements held by the Forest Society allow the landowner to continue to use the land for agriculture, forestry, non-commercial outdoor recreation, wildlife habitat management and all other uses that are compatible with the conservation goals for the property and not specifically prohibited by the easement terms.

What uses are prohibited on conservation easement land?

Conservation easements generally prohibit subdivision and development, commercial and industrial activities, except agriculture and forestry, mining and excavating, filling or disturbance of wetlands, and disposal of man-made waste or hazardous materials.

Can landowners request specific permitted uses on the property?

When you work out the details of the easement with the easement holder, you should try to anticipate as many future needs and possibilities for the land as possible. Specific exceptions may allow an additional house lot on the property or the right to build and maintain roads and buildings. Sometimes landowners put conservation easements on only a portions of their property reserving full development options for the balance of their land.

Does the easement grant any rights to the easement holder?

The conservation organization that holds the easement has the right to enter the property to monitor its condition and the obligation to enforce the easement, in court if necessary, to ensure that the terms are upheld and the natural resources are protected.

What is an executory interest?

An executory interest is a secondary or backup easement in the land held by another conservation organization. The executory interest holder is responsible for ensuring that the primary easement holder monitors the property and enforces the terms of the easement. If the primary holder fails to enforce the easement for any reason, the backup holder can take enforcement action to restore the property and can even take over the easement from the grantee. As a landowner you may choose which organization is the primary easement holder and the executory interest holder.

The Forest Society pioneered the use of conservation easements in New Hampshire in the early 1970's. Today the Forest Society is responsible for protecting more than one million acres throughout the state.

Our land agents are trained and experienced in crafting easements, in cooperation with landowners and their advisors. Please call us if you have any questions regarding conservation easements.



How are conservation easements monitored and enforced?

The Forest Society knows that the best way to prevent problems over conservation easements is to maintain a positive relationship and good communication with the landowners. The conservation organization that holds the easement has the authority and obligation to ensure that the natural resources are protected in perpetuity. Easement holders are responsible for regularly inspecting the site to make sure the property is maintained in compliance with the easement. If activities on the land violate the agreement, the easement holder may take action to halt the damaging activity.

Does granting a conservation easement give the public access to my property?

No, generally donated conservation easements do not automatically give the public any rights to enter or use protected property. Most easements let the landowner decide to allow public access. However, if an easement is purchased, guaranteed public access for pedestrian recreation may be required.

Do easements restrict my ability to sell, convey by will, or give my land in the future?

No, you may sell or convey the land to a different owner at any time at any price. Conservation easements run with the land forever, so all future owners will be required to follow the easement terms.

Will I be asked to donate Money?

To help cover the costs of insuring your wishes for the future of your land, the Forest Society requests a donation to the Easement Stewardship Endowment. This money provides funds for monitoring the property and for any legal expenses that may be necessary to enforce the terms of the easement.

What costs are involved with easements?

Conservation easements may involve expenses for items such as legal fees, survey and appraisal costs or other professional services. The Forest Society may charge fees for the service of easement drafting and baseline documentation preparation.

Are there financial benefits to donating a conservation easement?

Yes, by donating a conservation easement you may benefit in several possible ways. Consult a qualified professional to find out how these possibilities apply in your personal situation.

Federal income taxes:

If you donate some or all of the value of the conservation easement to a qualified organization, you may be eligible to take a federal income tax deduction for the value of the charitable gift. To be deductible for federal income tax purposes the easement must meet certain standards established by the federal government.

Federal Estate Taxes:

When a conservation easement is placed on a property, it typically lowers the property's value for federal estate tax purposes and may decrease estate tax liability. Therefore, easements may help heirs avoid being forced to sell off land to pay estate taxes and enable land to stay in the family. Under certain situations, conservation easements can be granted after the death of the landowner and still provide estate tax benefits.

Federal Gift Taxes:

The IRS requires recipients to pay taxes on gifts over a certain value. If you want to give your land to your children without requiring them to pay taxes on your gift, you may need to give the land in installments to stay below the taxable value level. Conservation easements may help to reduce the value of your property, making it possible for you to give all of your land to your children more quickly.

Local Property Taxes:

Conservation easements usually reduce property value, which, in turn, may reduce property tax assessment. If your land is already enrolled in the Current Use Assessment Program, you would probably not see any further reduction in property taxes as the result of granting a conservation easement. If your land is not eligible for the Current Use Program because it is less than 10 acres, you may wish to apply for a Conservation Restriction Assessment and may see a reduction in your local property tax.

Resolution No.

CITY OF CONCORD

In year of our Lord two thousand thirteen

5-58 3-39
6-53 1-16
7-40 2-33(I)
2-42
4-39

RESOLUTION Amendment of the Official Map so as to establish the Mapped Lines of a Future Street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

The City of Concord resolves as follows:

- WHEREAS,** pursuant to enabling statutes, the City has established an Official Map as well as adopted an ordinance creating a process for mapping the lines of future streets; and
- WHEREAS,** mapping the lines of future streets reserves a corridor for a street to be constructed at a future time by restricting the issuance of building permits for buildings or structures within the mapped lines of future streets; and
- WHEREAS,** the adopted Master Plan 2030 recommends the creation of a roadway network to serve the southern Opportunity Corridor. The Opportunity Corridor Study and the 2030 Master Plan includes an extension of Storrs Street from the Intersection of Theatre Street and Storrs Street southerly under the Manchester Street Bridge to Gas Street, and then southerly to Langdon Avenue; and
- WHEREAS,** the City of Concord contributed over 1 million dollars in 1997-8 to the I-93 Exit 13 NH Department of Transportation improvement project to widen the Manchester Street Bridge to accommodate this planned roadway; and
- WHEREAS,** the Planning Board held a public hearing on December 19, 2012, after notifying the affected property owners on the planned new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue and accepted testimony, and
- WHEREAS,** the future street is intended to be constructed as an urban street to support the redevelopment of the southern Opportunity Corridor.
- WHEREAS,** the Planning Board voted unanimously to forward a request to the City Council that the Board be authorized pursuant to Section 16-3-6, Mapping of Future Streets, of the Code of Ordinances, to prepare and certify a plan of the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Resolution No.

CITY OF CONCORD

In year of our Lord two thousand thirteen

RESOLUTION Relative to the Establishment of the Mapped Lines of a Future Street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Page 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1.) The Planning Board be, and hereby is authorized to prepare and certify a plan of the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.
- 2.) This resolution shall take effect upon its passage.



CITY OF CONCORD

120

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Stephen Henninger, Assistant City Planner

DATE: December 20, 2012

SUBJECT: Amendment to Mapped Lines of Future Streets – Storrs Street South

Recommendation

The Planning Board, after holding a public hearing on December 19, 2012, voted unanimously to forward the proposed revision of mapped lines of future streets to the City Council. The Board is requesting that the City Council direct the Planning Board to certify the mapped line of a future street pursuant to Article 16-3-6 Mapping of Future Streets, of the Code of Ordinances, and RSA 674:11, Amendments to Official Map, for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Prior to directing the Planning Board to certify the mapped street, the City Council will need to hold its own public hearing, send notice of the hearing by certified mail "to all owners over whose lands the proposed streets will cross," and publish the hearing notice in the newspaper.

Please see the attached map showing the location of the proposed 50' wide mapped line of future streets extending from the intersection of Theatre Street and Storrs Street, southerly adjacent to the NH main line railroad line, underneath the Water Street Bridge to Gas Street, then southerly from Gas Street to Langdon Avenue.

Background

This new road extending through the old Boston and Maine railroad yards southerly to the South Concord Industrial park has been planned for many decades. The yards and the South Concord Industrial park have languished as an underused and deteriorating brownfields site since prior to the 1960's.

The area has been begun a turnaround and several new developments have been completed including a new maintenance facility and headquarters for Concord Coach (an inter-city

bus company), Evolution Rock (a fitness center and climbing gym), and renovations to the J & S Leasing property.

The construction of Concord Steam Power Plant and cogeneration facility southerly of Langdon Avenue is planned for construction in 2013.

The City facilitated the extension of this new road in 1998-9 by increasing the length of the Water Street Bridge as part of the I-93 Exit 13 reconstruction project to allow for one bay under the bridge for the NH Main Line Railroad and one-bay for the Storrs Street extension at a cost of 1.3 million dollars.

The City has acquired the rights to develop Langdon Avenue as a public street from South Main Street to the NH Main Line Railroad (B & M Rail Line). A small amount of additional right-of-way in front of the Concord Coach facility still needs to be secured. A recent condominium subdivision of the J& S Property has preserved a corridor for the future road north from Langdon Avenue.

Master Plan

The Planning Board in 1993, as part of the Year 2010 Master Plan Update, adopted a Future Transportation Plan showing the southerly extension of Storrs Street from Theatre Street (Chandler Street) to the vicinity of Allison Street and South Main Street.

In the "The South Concord Redevelopment Area Study – A Small Area Master Plan" adopted by the Planning Board in 1997, the current alignment shown on the attached plan was developed.

The Concord Opportunity Corridor Master Plan prepared in April of 2005 reaffirmed the location and alignment of the southerly extension of Storrs Street and the recommendations of the South Concord Redevelopment Area Study.

In the current Master Plan 2030, the Planning Board reaffirmed the location and purpose of the southerly extension of Storrs Street to facilitate the redevelopment within the southern segment of the Opportunity Corridor.

Analysis

The proposed new mapped street has been referred for decades as the southerly extension of Storrs Street. Based on E-911 mapping and addressing conventions, when this street is developed a new street name will need to be selected. In this report we will continue to identify this proposed street as the southerly extension of Storrs Street.

The southern extension of Storrs Street has a well-defined beginning, middle and end. The starting point at the intersection of Storrs Street and Theatre Street is anchored at an existing four way intersection, falls between two large industrial scale buildings, and is the

ideal location from a grade standpoint to connect back to Storrs Street. The Merrimack River bluffs along South Main Street are on average about 26' above the grade of the plain below the bluff. Langdon Avenue is located at a low point in the bluffs and has 5-6% slopes on both approaches on South Main Street and on Langdon Avenue. Other connecting points between the two locations would require significant grade changes and impacts to existing buildings. Full access at Gas Street will be a design consideration given the available right-of-way for Gas Street, grade of Gas Street at South Main Street, and site distance at the South Main Street/Gas Street intersection. The underpass designed specifically for the future road under the Water Street Bridge is the only feasible location for the street between South Main Street and the NH Main Line Railroad. This section of the NH Main Line Railroad has been designated as one of five high speed rail corridors in the country with service proposed from Boston to Montreal. New at-grade rail crossings of this line are unlikely to be approved.

The corridor could be completed in two independent phases, one section from Theatre Street to Gas Street, and the second section from Gas Street to Langdon Avenue. Improvements to Langdon Avenue and the intersection of Langdon Avenue and South Main Street will be needed to support redevelopment in the southern section.

The following properties would be affected by the proposed mapped line of future streets.

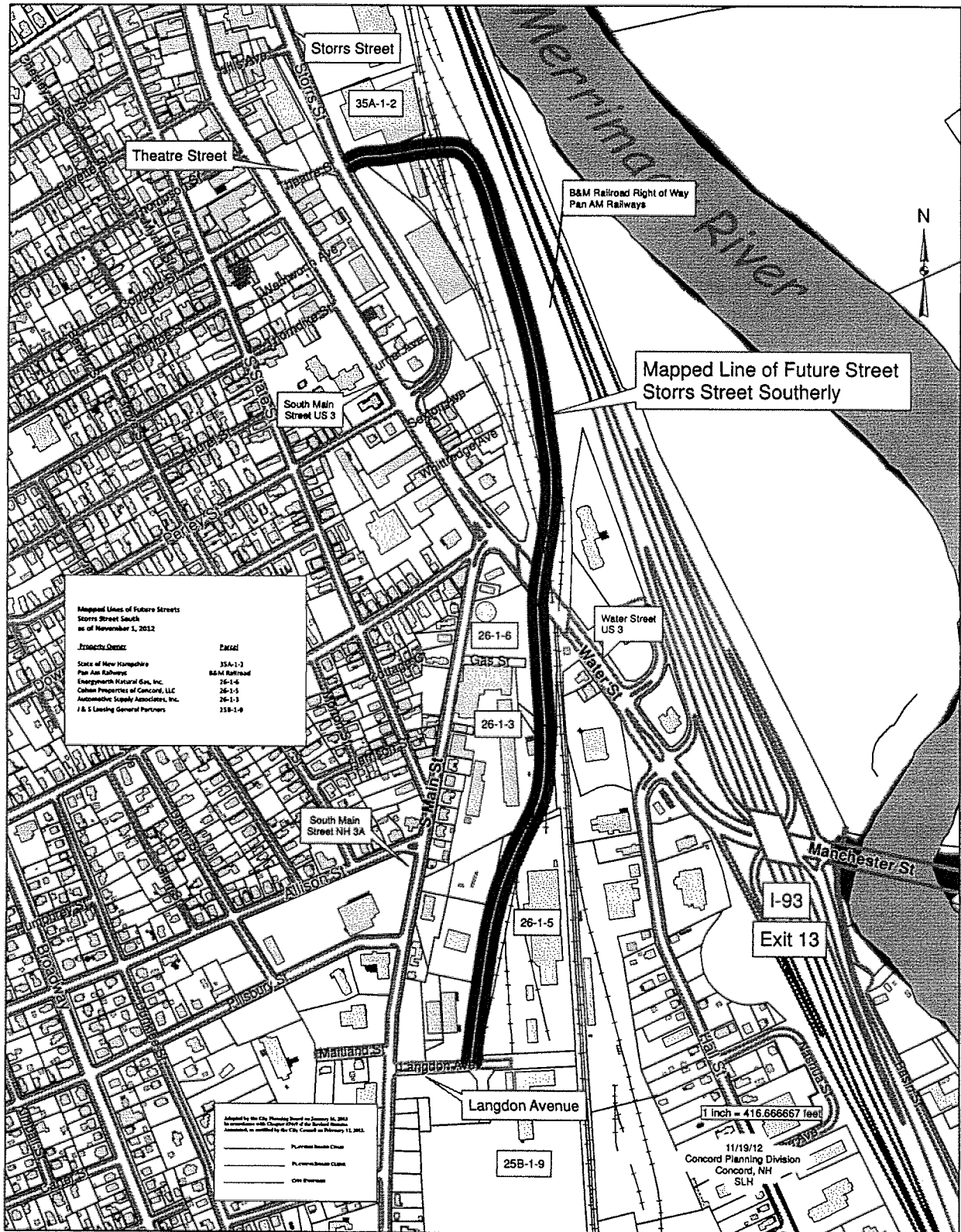
<u>Property Owner</u>	<u>Map/Lot Number</u>	<u>Address</u>
State of New Hampshire	35A-1-2	50 Storrs Street
Pan Am Railroad	B & M Railroad	Storrs Street
Energynorth North Natural Gas, Inc.	26-1-6	Gas Street
Cohen Properties of Concord, LLC	26-1-5	Gas Street
Automotive Supply Associates, Inc.	26-1-3	219-231- S. Main St
J & S Leasing General Partners	25B-1-19	287 South Main St.

There are no environmentally sensitive areas along the corridor.

For the extension of Storrs Street to be completed south of Gas Street a complete take would be required for parcel 26-1-5 owned by Cohen Properties of Concord, LLC. This 0.65 acre parcel has a total assessed value of \$87,600. No other building or structure is impacted.

The corridor is located in a Brownfield area; however recent development in this area has proceeded without major expenditures for the cleanup of either soil or ground water contamination. The Energynorth parcel (26-1-6) at Gas Street was the site of a coal-gasification plant and the source of coal tar contamination in the area. Liberty Gas, the successor to Energynorth, would be are responsible for any Brownfield remediation associated with this contamination which may be required due to construction of the new street.

Storrs Street Southern Extension Mapped Line of Future Street





CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Planning Board

DATE: June 26, 2013

SUBJECT: Transmittal of the Energy Chapter of the *Master Plan 2030* as adopted by the Planning Board on April 17, 2013

Informational Item:

On behalf of the Planning Board, a copy of the Energy Chapter of the *Master Plan 2030* is being distributed to the City Council for review.

The Energy Chapter was prepared by the Concord Energy and Environment Committee (CEEC) with assistance from the Planning Division. The Planning Board reviewed and discussed the document with members of the CEEC at their regular meeting on April 17, 2013, and voted unanimously to adopt the Energy Chapter as part of the *Master Plan 2030*.

A Copy of the Energy Chapter has been posted on the City's website together with the other adopted chapters of the *Master Plan 2030*. Copies are also available to the public in the Planning Division office at City Hall and a copy will also be placed in both branches of the Concord Public Library.

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SECTION XII. ENERGY

A. INTRODUCTION

The purpose of this chapter is to provide background information on the City of Concord's energy use, issues and concerns, and to provide recommendations as to how the City should prepare for energy related challenges now and into the future. As a result of significant reliance on fossil fuels, especially foreign oil, and mounting concerns about climate change, many public entities in the U.S. have made efforts to better understand and decrease their energy consumption of non-renewable energy. Community action is needed to prepare for energy supply and environmental changes in the years ahead.

Because Concord is located in a small state, at the end of nearly all fuel supply chains, much of the energy used in the community is susceptible to forces beyond local or even state control. In light of this vulnerability, it is in Concord's best interest to pursue energy conservation measures, and to explore energy sources that are more sustainable and less susceptible to external supply and price fluctuations.

In 2008, the state amended the master planning statute, adding New Hampshire Revised Statutes Annotated (RSA) 674:2(n), which allows and encourages master plans to include "an energy section, which includes an analysis of energy and fuel resources, needs, scarcities, costs, and problems affecting the municipality and a statement of policy on the conservation of energy." The Master Plan 2030 was adopted by the Planning Board in June 2008. The document will be amended to incorporate the Energy Chapter as part of Concord's Master Plan 2030.

For several years, Concord has demonstrated a civic commitment to saving energy, preserving the environment, increasing public awareness of energy issues and advancing green jobs. In 2008, the Concord City Council passed a resolution to endorse the United States Conference of Mayors' Climate Protection Agreement. Following this endorsement, the City also joined the Sierra Club's "Cool Cities" program, a collaboration of community members, organizations, businesses and local leaders charged with implementing clean energy solutions that save money, create jobs and help curb climate change. The City also joined the U.S. Environmental Protection Agency's New England Community Energy Challenge and the NH Office of Energy and Planning's Rebuild New Hampshire Partnership.

The Concord Energy and Environment Committee was established in April 2008 by the Concord City Council. It is charged with recommending best practices, public and private actions, and projects and programs the City can undertake to improve energy efficiency, air quality and prepare for climate change. Committee members are Concord residents volunteering their time and skills. The main initiatives supported by the Energy and Environment Committee include:

- Energy efficiency projects for public and private properties;
- Assisting the City in identifying projects and funding sources for energy projects;
- Recycling and composting;

- ♦ Renewable energy installations on city facilities;
- ♦ Alternative transportation planning and events;
- ♦ Supporting local agriculture and food sourcing; and
- ♦ Energy workshops

The Committee has also championed community-based programs such as the New England Carbon Challenge to help residents reduce their energy use, and the Pay-As-You-Throw program to reduce solid waste and increase recycling rates. The membership of the committee is comprised of two City Councilors and eleven community members, and its meetings are posted and open to the public. The City Council also established an internal committee on energy management and conservation in order to monitor energy use in municipal facilities. This committee has undertaken several energy and money-saving projects over the last decade which is described in more detail in Section F.

ENERGY GOALS

- ♦ Maximize energy conservation and efficiency in the City of Concord in both the private and public sectors, to promote a sustainable future for Concord
- ♦ Encourage Concord residents, businesses and institutions to reduce their carbon footprint
- ♦ Increase the use of renewable energy systems within the City of Concord
- ♦ Promote regulations and policies that support sustainable land use

B. STATE ACTIONS RELATED TO ENERGY & CLIMATE CHANGE

As a result of significant reliance on foreign oil and the mounting concerns about climate change, many state and local governments have recently made efforts to better understand and begin to manage energy consumption and the use of non-renewable energy in the U.S. Because of New Hampshire's concerns about climate change and its heavy reliance on imported energy, the state has also taken the following steps to help communities prepare for the future:

- 2007 – Governor Lynch signed an executive order creating a Climate Change Task Force and directing it to develop a state-wide *Climate Action Plan*.
- 2008 – The New Hampshire Legislature adopted an amendment to the state Planning Enabling Legislation indicating that a town's master plan may include an energy chapter.
- 2009 – *The New Hampshire Climate Action Plan, a Plan for New Hampshire's Energy, Environmental and Economic Development Future* (NHCAP) was completed and released. This plan is aimed at achieving the greatest possible reductions in

greenhouse gas emissions, while also providing the greatest possible long-term economic benefits to the citizens of New Hampshire. The plan found that a warming climate would increase the number of days over 100°F in the state from one per year to 23 by the latter half of this century, if aggressive steps are not taken to combat the causes of global warming. The plan further highlighted the effects of this temperature change, which would put New Hampshire on par with the current climate conditions of North Carolina (see Figure 2).

To address these dramatic changes, the Plan set two primary goals:

- A mid-term goal of reducing greenhouse gases to 20% below 1990 levels by the year 2025; and
- A long term goal of reducing greenhouse gases to 80% below 1990 levels by the year 2050

D. ENERGY USE IN NEW HAMPSHIRE

According to the US Energy Information Administration (USEIA), in 2010, New Hampshire had the eighth lowest total energy consumption per person in the country, at 224.4 million British Thermal Units (MMBtu). That is the equivalent of 1,967 gallons of gas consumed by each person in the state - every year.

By comparison, Rhode Island had the lowest per capita consumption, at 187.4 MMBTU/person. Wyoming had the highest, at 948.1 MMBTU. The per capita consumption average for the entire country was 315.9 MMBtu. (U.S. Energy Information Administration) Figure 1 shows the corresponding figures for the ten lowest per capita consumption states, which includes New Hampshire and nearly all of the other New England states.

How do these numbers relate to Concord? Based on the state per capita consumption and the 2010 census population of 42,695, Concord residents use the energy equivalent of 84.0 million gallons of gasoline per year. Assuming that a typical car has a fuel efficiency of about 25 miles per gallon of gasoline, Concord residents use enough energy to drive over two *billion* miles every year – enough fuel to drive around the earth 84,300 times, or make 4,394 trips to the moon and back.

Figure 1

2010 Per-Capita Energy Consumption by State (MBTU*)	
United States (Average)	315.9
Wyoming (Highest in U.S.)	948.1
Ten Lowest Consuming States in U.S.	
Vermont	235.9
Florida	232.6
New Hampshire	224.4
Arizona	218.2
Massachusetts	213.1
Connecticut	210.9
California	209.6
Hawaii	199.6
New York	192.2
Rhode Island (Lowest in U.S.)	187.4
*MBTU= Million British Thermal Units	

Figure 2 – Temperature Effects of Warming Climate
Source: NH Climate Action Plan

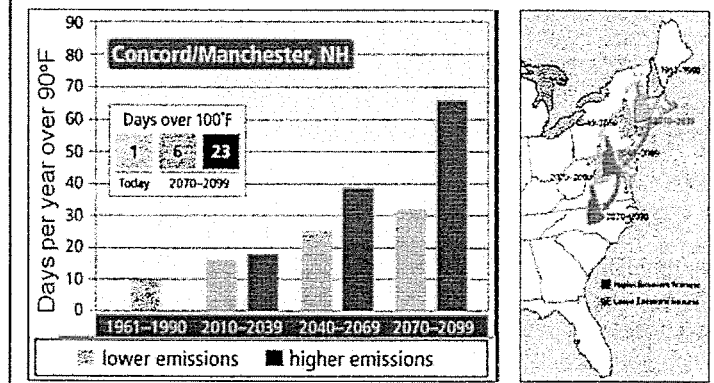
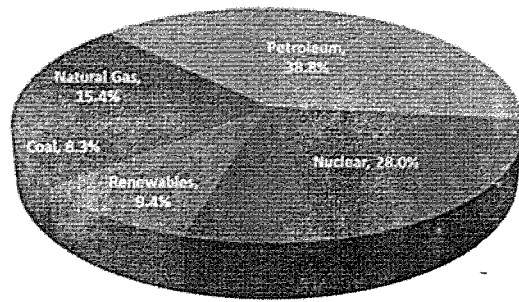


Figure 3

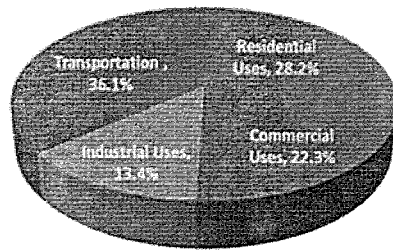
2010 NH Energy Sources



Source: USEIA

Figure 4

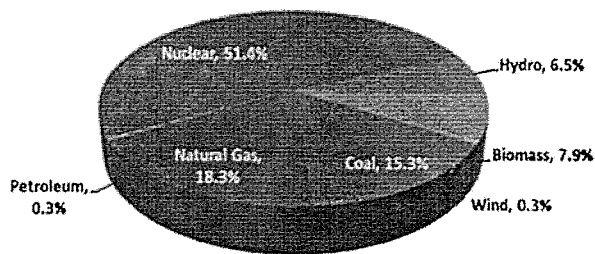
2010 NH Energy Consumption by End Use Sector



Source: USEIA

Figure 5

2010 Energy Sources of Electric Power Generation



Source: USEIA

Figure 3 summarizes the state's major energy sources, highlighting the fact that nearly 40% of the state's energy comes from petroleum. Nuclear energy accounts for 28% and natural gas provides 15% of New Hampshire's needs. Currently only 9% of the state's power supply comes from renewable sources that include hydro, biomass (primarily wood), solar, wind and geothermal. It should be noted that renewables decreased by 1.9% between 2009 and 2010.

Figure 4 summarizes the state's end users by sector. Transportation accounts for 36% of all the energy used in the state. Residential uses consume 28%; commercial activity takes up another 22%, with industrial uses holding the smallest share at 13%.

Figure 5 shows the sources of energy used to produce electricity in New Hampshire. Nuclear accounts for 51%, natural gas supplies 18%, coal provides 15%, and wood, wind and hydro contribute 15% collectively. While the state imports 1.0% of its electrical energy and exports 50.2% of the electricity generated statewide. This nearly equals the total electricity produced from nuclear power at the Seabrook power plant.

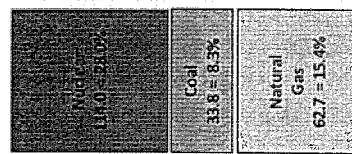
A comprehensive chart of the state's energy sources and uses can be found in Figure 6, New Hampshire Energy Flows 2010. This chart illustrates the following:

Figure 6

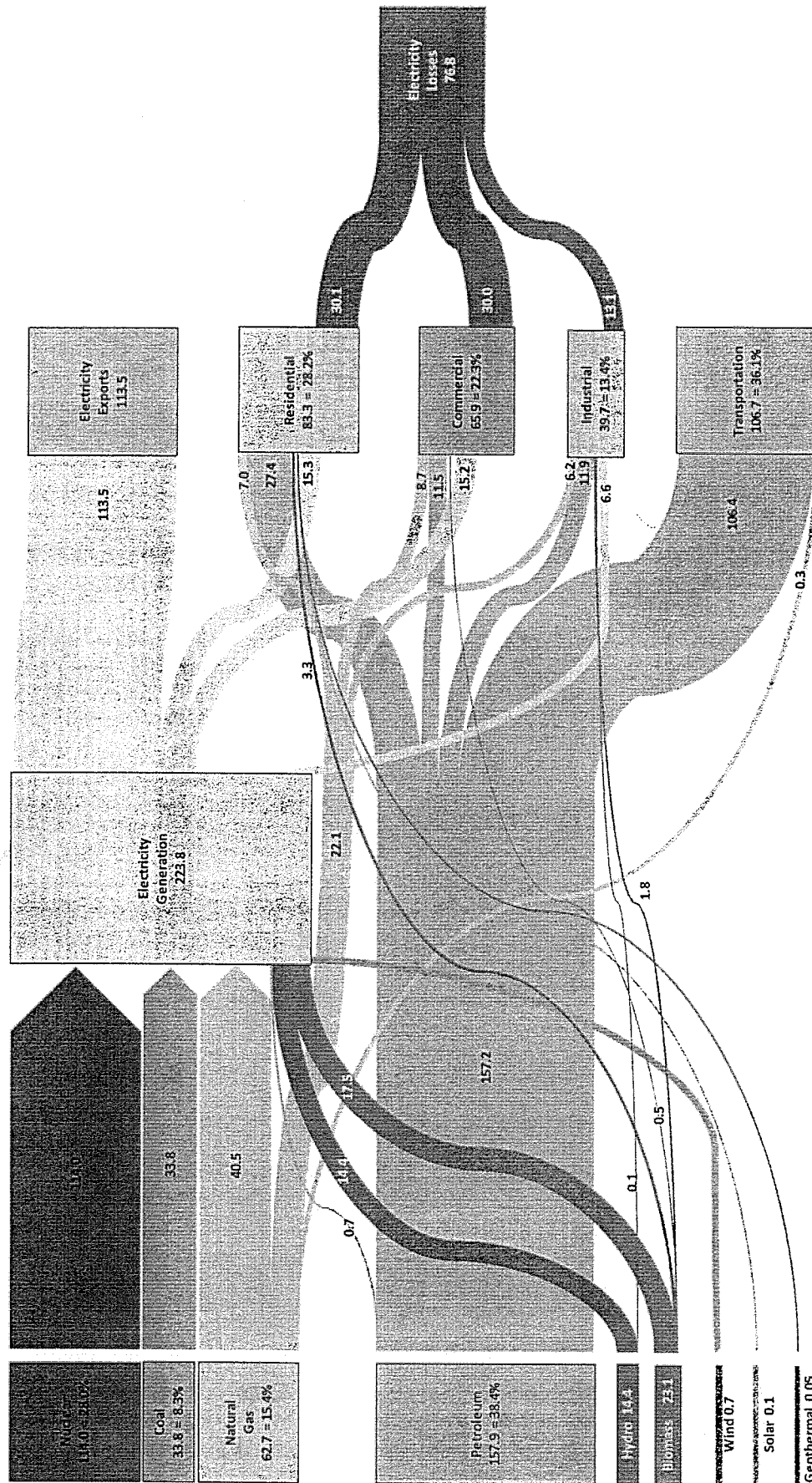
New Hampshire Energy Flows -2010

Total State Use: 295.6 Trillion British Thermal Units (TBTU)

ENERGY SOURCES



ENERGY USES



Total Sources = 406.8 TBTU

Total in state uses = 295.6 TBTU

- ♦ Electrical generation makes up nearly half of the energy supply produced in the state, and 51% of that is exported;
- ♦ Out of the total electricity that stays in the state, two-thirds of it is lost in electric generation and power transmission between the power source and the end user;
- ♦ 90.6% of the state's energy comes from non-renewable sources including: petroleum, nuclear, coal and natural gas;
- ♦ Between 2005 and 2010, NH's population grew from 1.304 million to 1.316 million residents, while net energy consumption declined from 335 trillion btu (Tbtu) to 295 Tbtu;
- ♦ Between 2008 and 2010 wind power production increased from 0.1 Tbtu to 0.7 Tbtu;
- ♦ The average NH resident consumed the equivalent of 1,967 gallons of gas per year, and of that, about 520 gallons were used for transportation; and
- ♦ NH vehicle registrations have grown from about 1.04 million vehicles in 2005 to about 1.22 million vehicles in 2010, yet transportation fuel use has declined from 834.4 million gallons gasoline equivalent to 676.8 million gallons.

Figure 6 indicates that New Hampshire produces only 9.4% of its own energy from local resources. While the state does generate a significant amount of electricity at the Seabrook Station Nuclear Power Plant, the nuclear fuel is brought in from elsewhere, and the electricity produced is largely exported out of state. Virtually all petroleum products are imported into the state (nationally 84% of petroleum is imported from abroad) for use by homes, businesses and transportation. New Hampshire's only native energy sources are wind, solar, hydro, geothermal and biomass (predominantly wood). New Hampshire does have policies in place to increase the use of renewable energy, including the Renewable Portfolio Standard (RPS). The RPS currently requires that 25% of the electricity sold in the state must come from renewable sources by 2025. In 2010, 14.7% of New Hampshire's net electricity came from renewable energy.

E. ENERGY USE IN CONCORD

The actual energy use of Concord's residents, businesses and institutions is difficult to analyze because there is little city-specific information available. This section reviews the City's residential home heating information, overall gas use based on billing records from Liberty Utilities, and information from Unitil on the overall electricity consumption of homes, businesses and institutions within the City.

The U.S. Census American Community Survey estimates that 49% of Concord's households use natural gas to heat their homes and that only 25% heat with fuel oil. This is largely because the majority of Concord's population lives within the City's Urban Growth Boundary and therefore has access to piped natural gas. Statewide, approximately 49.2% of households heat their homes with fuel oil and only 19.6% use gas, and nationally, 49.5% of households are heated with natural gas and just 6.5% heat with fuel oil.

New Hampshire's dependence on fuel oil makes it highly vulnerable to fluctuations in price during the winter months. But because of Concord's access to natural gas, the City is less dependent than other communities in the state on fuel oil. In Concord, other home heating sources included electricity, liquid propane gas and wood.

Figure 7

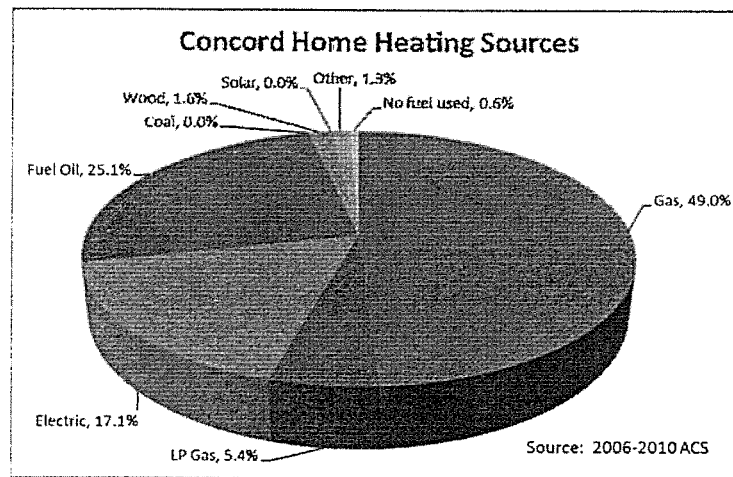
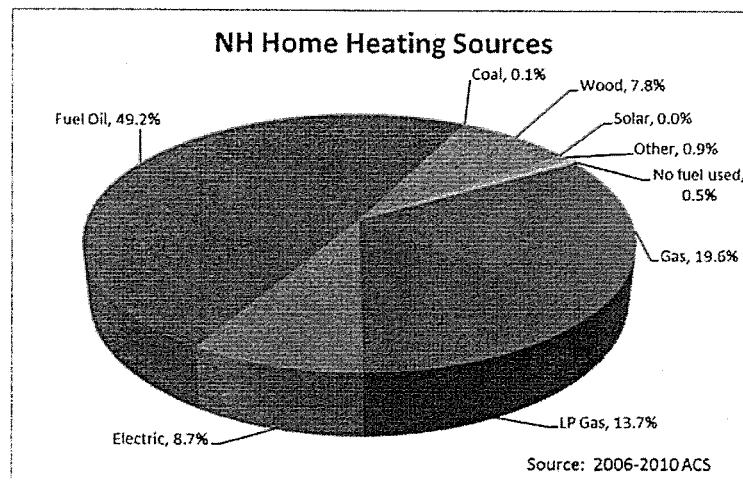


Figure 8



Liberty Utilities, which provides piped natural gas, to the City, estimates that Concord consumed 23,990,293 Therms (energy units) of natural gas in 2011. Approximately 36.9% of the gas consumed was for residential home heating or other residential non-heating purposes, and the remaining 63.1% was consumed by Concord's businesses, industries and institutions.

According to the billing records provided by Unitil, the City used 473,858,826 kWh of electricity in 2011, which is the Btu equivalent of 14.2 million gallons of gasoline. Some of the largest electricity users were the municipal water and wastewater treatment plants. 49.63% of the

energy consumed was from commercial accounts, 24.94% was from residential accounts, 15.11% was from municipal and state accounts and 10.32% was from industrial accounts. Overall the City would need approximately 54.08 MW of power to operate at any given point in time. The total power produced within the city equals approximately 40.5 MW.

1. Local Energy Supply

Electricity – Unitil Energy Systems supplies electricity to most of Concord. Unitil currently has 25,444 customers within Concord, including 21,859 residential accounts, 3,292 commercial accounts, 275 state/municipal accounts and 18 industrial accounts. Only one residence in Concord is served by Public Service of New Hampshire (PSNH).

Natural Gas – Liberty Utilities provides piped natural gas service to approximately 40% of the total land area within the City. The gas company reports that in 2011 there were 11,903 meters for natural gas in the City.

Steam – Concord Steam Company (CSC) provides piped pressurized steam for heating properties in downtown Concord, the New Hampshire State Office Park South and buildings along the west side of Pleasant Street to the St. Paul's School campus. The steam generating plant is currently located south of Pleasant Street at the State Office Park South. CSC is planning to relocate to a new steam plant off of Langdon Avenue, which. The new steam plant would be an 18 Megawatt (MW) wood-fired co-generation facility. Construction is anticipated to begin in 2013.

Fuel Oil/Propane – Several small suppliers in central New Hampshire deliver fuel oil and propane gas to homes primarily in the more rural areas of Concord. The American Community Survey (2006-2010) indicated that there were 985 households who heated their homes mainly with propane and 4,575 households who used fuel oil as their primary home heating source.

Fuel Gasoline/Diesel – Vehicle registrations in Concord declined from about 47,100 in fiscal year 2006 to about 45,000 in fiscal year 2010, which reflects decreased registrations and fuel use state-wide for the same time period.

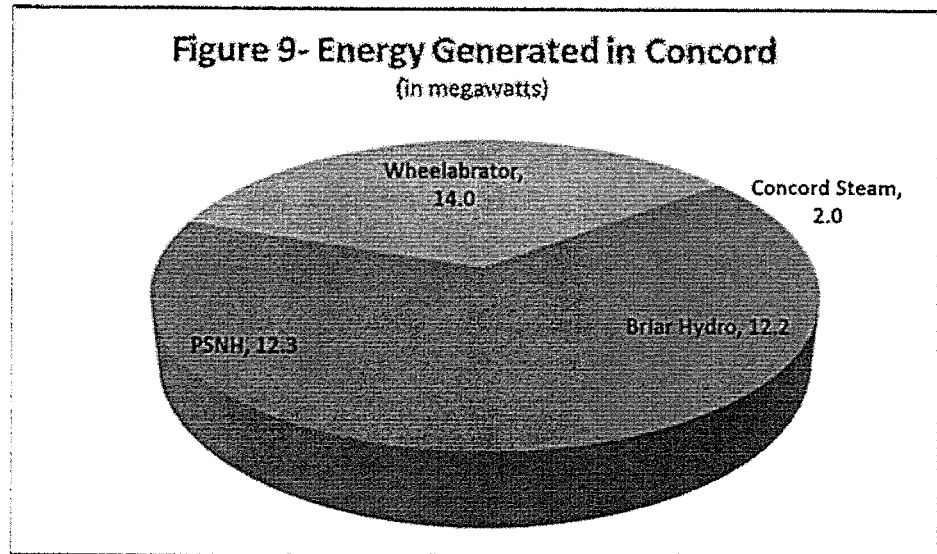
2. Power Generated in Concord

The power generated in Concord today equals approximately 40.5 MW, or 74.9% of the 54.08 MW of demand. There is the potential to generate an additional 16 MW when the new Concord Steam facility is constructed. Concord contains a variety of generators of electricity: hydropower along the Merrimack and Contoocook Rivers; a waste-to-energy plant; a co-generation facility; and several small-scale biomass operations. Concord is unique in that all locally generated power is not dependent on foreign imports.

Hydropower – Hydropower generated in Concord consists of the Briar Hydro facilities in Penacook and the Public Service of New Hampshire (PSNH) dam at Garvins Falls. Both of these facilities operate under a Federal Energy Regulatory Commission License. The Briar Hydro operation in Concord includes two facilities along the Contoocook River, and one at the confluence of the Contoocook River and Merrimack River. These small hydro stations produce a total of 12.2 MW of electricity. The PSNH Garvins Falls Dam facility is located on Merrimack River at the Bow/Concord town line, and produces approximately 12.3 MW of electricity annually.

Waste to Energy – Wheelabrator Concord Company operates a waste-to-energy facility on Whitney Road. The operation includes two mass burning furnace/boiler processing trains that have the capacity of processing up to 500 tons of solid waste per day. The facility produces a high pressure steam that is used to generate electric power and produces approximately 14 MW of electricity annually.

Co-generation—
Concord Steam Company operates a wood-fired boiler that generates high pressure steam that is primarily used for heating, but is also used for sterilizing, cleaning, cooking, and creating chilled water for air conditioning. In addition, the steam is used to generate approximately 2 MW of electricity through a combined heat and power system. The facility burns green woodchips, clean wood waste, recycled waste oil and natural gas.



Other Small Energy Producers –There are several small wood biomass heating facilities in Concord. The Merrimack Valley School District has installed a wood chip heating system that produces approximately 6.74 MMBtu/hour and supports the heating demands of a 230,000 sq. ft. building. The wood chip furnace burns approximately 636 tons of wood chips annually. The New Hampshire Audubon McLane Center and the Society for the Protection of New Hampshire Forest also have wood fueled boilers for heating and domestic hot water, and procure the wood products locally. There may be other small biomass generators in the City.

F. MUNICIPAL ENERGY USE

In 2004, the City of Concord undertook its first audit of municipal energy use. A second audit was completed in 2011. Both studies included all of the municipal buildings, pedestrian crossing signals, wastewater treatment and water treatment plants and pumps. However the audits did not take into account traffic signals or street lights operated by Unitol.

The audits identified energy conservation measures that had been put in place, and provided a benchmark from which to measure the effectiveness of future energy reduction efforts. The table below consolidates the information from the 2011 audit, by combining related facilities, such as fire stations and buildings within the City Hall complex. The table illustrates the estimated annual municipal energy costs by facility, and also shows usage and efficiency.

City of Concord, NH Annual Energy Consumption Summary									
Name of Facility	Modeled Building Size	Electricity	Natural Gas	#2 Fuel Oil	Steam	Water & Sewer	Annual Energy Use		Simulated Baseline Use (at Stipulated Rates)
	sq. ft.	kWh	Therm	Gallon	MLb	CCF	MMBtu/yr	BTU/s.f.	\$
Fire Department Facilities (Stations & Headquarters)	33909	527550	44727			1128	6274	1095538	\$131,635.00
Police Station	19825	326432			608	323	1723	86886	\$65,706.00
Parking Garages	360986	588352					2008	16386	\$65,975.00
City Hall Complex	52840	489648	136		1828	701	3513	226666	\$88,655.00
Library (including Penacook Branch)	3837	200490		1470	932	294	1820	118118	\$72,764.00
COMF	80032	416200	51363			433	6557	170556	\$127,817.00
Maintenance Shop	7680	50458	3550				527	68648	\$10,166.00
Green Street Community Center	15800	65286			614	220	837	52982	\$20,988.00
West Street Ward House	6793	576366	2310			22	2198	323588	\$88,837.00
East Concord Community Center	7140	596282	9265			24	2962	414788	\$93,317.00
Welfare Office	5056	588896	11144	8		117	3125	618152	\$95,412.00
White Park - Recreation Office and Skate House	6640	35564	5207	1380		35	833	432671	\$15,777.00
Misc. Parks & Cemeteries	10000	206931	3015			2110	1008	100774	\$44,726.00
Pedestrian Signals	10000	171095	5243				1108	110830	\$28,514.00
Airport Terminal & Hangers	46629	95974	9089	1220		113	1405	153245	\$136,696.00
SRE Building	4200	7868		2418		1	362	86171	\$8,803.00
Golf Course	7988	85122	5086	1500		268	1007	508898	\$131,621.00
Ice Arena	28935	375262	15875			1128	2868	99128	\$36,613.00
Water Treatment Plant & Pumps	40571	2621194	21900	5341		10025	11876	10809574	\$564,305.00
Wastewater Treatment Plant - Hall Street	53400	3139386	47472			15599	15462	289549	\$226,835.00
Wastewater Treatment Plant - Penacook	13200	734400	9745			522	3481	263713	\$112,260.00
East Concord Wastewater Pump	3440	585189	2384	6			2236	650125	\$89,684.00
Total	818901	12483945	247511	13343	3982	33063	73190		\$2,257,106.00

Based on the model created for the audit, the total annual energy costs including non-building related expenses was \$2,257,106. The most expensive energy user was the water treatment plant and the related water pumping stations, at 11,876 MBtu per year, with an annual cost of \$564,305. The municipal buildings, which contain a total of 722,746 square feet, cost \$1,118,574 annually in energy related expenses, and consumed 73,190 MBtu per year. The most energy intensive building was the welfare office, at 618,152 Btu per square foot which is a measurement of the energy expended per square foot to heat, cool and provide electricity to an area. The welfare office was relocated in the fall of 2012 to a newer, more energy efficient structure.

In addition to completing the energy audit, the City entered into performance contracts with Energy Service Companies (ESCOs) in order to ensure that conservation measures that were implemented would result in a guaranteed cost savings that met or exceeded the cost of improvements. Concord has completed three phases of improvements that collectively save \$269,513 per year. The fourth and fifth phases are currently being implemented and once complete, will provide an additional annual savings of \$62,746.

The following timeline summarizes the major energy conservation efforts the City has undertaken regarding its municipal facilities and equipment:

- ♦ 2004 -- The City contracted with Siemen's Building Technologies, Inc. to complete an Investment Grade Energy Audit and Energy Improvement Plan for City Hall, City Hall Annex, Concord Police Department, Concord Public Library, Green Street Community Center, Combined Operations and Maintenance Facility (COMF), and the Hall Street Wastewater Treatment Plant. The Energy Improvement Plan currently includes four phases of improvements, and also included assistance to the City for the purchase of electricity and natural gas. The audit set the benchmark for municipal energy use, and provided recommendations for improvements that would reduce the City's energy consumption and carbon footprint. It also calculated the energy savings payback period for proposed improvements.
- ♦ 2004 -- The City joined the Rebuild New Hampshire Partnership, an initiative of the New Hampshire Governor's Office of Energy and Community Services, which helps communities improve the efficiency of their buildings in collaboration with the U.S. Department of Energy.
- ♦ 2005 -- The City Council passed a resolution to appropriate \$1.6 million for the implementation of Phase 1 & 2 of the Energy Improvement Plan, and appropriated an additional \$155,000 for improvements to the Everett Ice Arena. Collectively, the proposed improvements had a payback period of approximately 7.9 years.
- ♦ 2010 -- The City contracted with ConEdison Solutions to conduct a second investment grade energy audit, in order to identify energy savings improvements that would be self-sustaining over a 10 to 15 year financing period. The second audit identified the third and fourth phases of improvements.
- ♦ 2011 -- The City completed Phase 3 of the proposed energy improvements identified in the ConEdison Solutions report. This work cost approximately \$435,095, but was largely paid for by \$374,372 of American Recovery & Reinvestment Act funds and \$25,578 of N.H. Public Utility Commission incentive funds and utility rebates. Phase 3 will generate an additional \$47,685 in guaranteed annual savings, with an overall return on investment of 9.1 years
- ♦ 2011 - The City entered into a long-term power purchase agreement with a third party for the purchase of approximately 40% of its electricity requirements from Concord Power and Steam once its new wood-burning biomass facility is complete. This electricity will be 100% renewable power.

- ♦ 2012 – The City is developing the Phase 4 and 5 energy improvement plans, which will be included in the 2013 – 2022 Capital Improvement Plan. These phases will cost a total of \$627,349, and will generate an additional \$62,746 in guaranteed annual savings, with a 10 year return on investment.

Summary of Municipal Energy Improvements		
Energy Improvement Plan	Program Cost	Guaranteed Annual Energy Cost Savings
Phase 1	\$196,097	\$32,371
Phase 2	\$1,598,094	\$189,457
Phase 3	\$435,095	\$47,685
Phase 4	\$571,082	\$47,685
Phase 5	\$56,267	\$7,814
Total	\$2,856,635	\$325,012

Phase 1 – This work included \$196,097 of energy improvements at the Everett Ice Arena with a guaranteed annual energy savings of \$32,371 and a guaranteed annual savings of 272,969 kWh of electricity and 4,812 therms of natural gas. The improvements included the following:

- Lighting system upgrades throughout the facility;
- Installation of new low-e (reflective) ceiling at the arena; and
- Replacement of the compressor, ice temperature set-back and de-humidifier controls and variable frequency drives.

Phase 2 – The second phase of improvements included a variety of lighting and system upgrades at several city-owned facilities. The improvements cost \$1,598,094 with a guaranteed annual energy savings of \$189,457. The work included the following:

- Lighting system upgrades installed city-wide (municipal complex, library, Combined Operations and Maintenance Facility (COMF), police station, wastewater treatment plant, fire stations, parking garages);
- The conversion of the COMF from propane to natural gas;
- Heating and cooling equipment upgrades at City Hall, Police Station, Library, Hall Street Wastewater Treatment Plant and COMF including demand control ventilation, expansion of energy management system, motor replacements, installation of variable frequency drives, boiler replacements and exhaust fans;
- Installation of drop ceilings at the COMF; and
- Replacement of pumps at the Hall Street Treatment Plant.

Phase 3 – The third phase of improvements cost \$435,095 with an annual energy savings of \$47,685. The improvements included the following:

- Installation of eight anti-idling devices in city-owned vehicles to save 3,000 gallons of gasoline annually and 32,378 pounds of carbon dioxide reduction;

- Review of 3,587 light fixtures and replacement of 982 fixtures with more efficient lamps;
- Replacement of 116 incandescent pedestrian crosswalk signal light modules with LED light modules and replacing 42 incandescent crosswalk signals with LED countdown displays;
- Installation of solar thermal domestic hot water systems at three fire stations and the Hall Street Wastewater Treatment Facility;
- HVAC upgrade at the Heights fire station; and
- Re-lamping of all municipal traffic signals with energy efficient fixtures.

Phase 4 – The fourth phase of energy improvements is currently being implemented at a cost of \$571,082 with guaranteed annual energy savings of \$54,932. The improvements include the following:

- Upgrades to the HVAC systems in the 3 buildings at Fire Department Headquarters and adding these buildings to the City's energy management system;
- Upgrades to the HVAC systems at the Water Treatment Plant and adding this facility to the City's energy management system;
- Upgrades to the HVAC systems at the Penacook Wastewater Treatment Facility and adding this facility to the City's energy management system.

Phase 5 – The fifth phase of energy improvements is currently being implemented, without the assistance of the ESCO, at a cost of \$56,267. This phase has an estimated annual energy savings of \$7,814. The improvements include the following:

- Conversion of the heating systems from #2 fuel oil to natural gas at the Snow Removal Building at the Concord Municipal Airport, Beaver Meadow Golf Course maintenance building, Blossom Hill Cemetery maintenance building and potentially the Penacook Branch Library.

The City has also implemented a purchasing policy that requires the acquisition of energy efficient equipment and appliances with Energy Star certification whenever possible. The Energy Star Program is a joint program between the U.S. Environmental Protection Agency and the U.S. Department of Energy to promote energy efficient products.

Adding up all of the building energy efficiency improvements completed by the City, annual savings of \$325,012 are being achieved based on total energy improvement expenditures of \$2,856,635, resulting in an 8.8 year payback on these energy efficiency investments.

Efficiency Improvements to the City Fleet

In addition to the energy improvements the City has made to municipal buildings and infrastructure, it has implemented a fleet efficiency plan to reduce fuel consumption and vehicle miles traveled (VMT).

The City has purchased two compressed natural gas (CNG) Ford Transit Connect Vans, in part through using American Recovery Reinvestment Grant (ARRA) funds received through the New Hampshire Department of Environmental Services. The City contributed \$41,852 for the purchase of the vehicles and the ARRA grant contributed \$25,540 for the purchase and

installation of the CNG conversion kits. Concord purchases compressed natural gas from the State of New Hampshire facility on Stickney Avenue, which is currently the only CNG fueling facility in the region. The City is also exploring other opportunities to use vehicles that use alternative fuels.

The City has worked to reduce fuel consumption through improved operations and maintenance of the fleet. Vehicles have been right-sized and maintenance and vehicle routing have been optimized in order to reduce vehicle miles traveled (VMT) and fuel use. The Purchasing Department also requires fuel economy specifications for all new bids.

Police Vehicle Fuel Consumption							
Fiscal Year	2007	2008	2009	2010	2011	2012	Average
Gasoline (Gallons)	58,001	52,820	45,648	48,083	47,532	47,661	49,958

The City has adopted an engine anti-idling policy for all Fire, Police and General Services vehicles, and anti-idling signs have been posted at City facilities. The anti-idling policy will reduce the amount of fuel consumed by parked vehicles. The table above illustrates a declining trend in fuel consumption by the police vehicle fleet between 2007 and 2012 fiscal years.

G. PLANNING FOR ENERGY REDUCTION AND SUSTAINABILITY

1. Land Use

Concord's land use policies and regulations have a key role to play in reducing residents' demand for transportation-related energy by reduce the distances residents need to travel within the City to get goods and services. A dispersed pattern of low-density development relies almost exclusively on cars as the primary mode for transportation, while denser urban centers like downtown Concord and some other neighborhoods combine different land uses in closer proximity, which residents can access without needing their cars

In 1993 the City established the Urban Growth Boundary (UGB) as a policy to differentiate land that that should remain rural with sparse development from land that would be more densely developed. The goal of the UGB is to limit sprawl and to direct new development to growth centers in the City while also preserving the land and natural resources outside of the UGB. Planning for higher density residential development coupled with mixed land uses that are typically found in village centers will help to reduce Vehicle Miles Travelled (by increasing the number of destinations and public transit stations within walking and bicycling distance of residential development.

Mixed uses, together with higher density single family, duplex and multifamily residential uses are encouraged in several zoning districts in Concord: General Commercial, Urban Commercial, Central Business Performance, Neighborhood Commercial, Civic Performance, Institutional, and Urban Transitional. Multifamily residential development is also permitted in the Downtown Residential District and High Density Residential Districts.

The City's zoning ordinance also includes an Opportunity Corridor Performance District, which focuses on the redevelopment and reuse of underutilized land and buildings within the Urban Growth Boundary. Overall, the current zoning supports the density and mix of land uses that will help to reduce Concord's energy demand in the future. The Land Use Chapter of the Master Plan provides a more detailed discussion of Concord's existing and future land use.

2. Transportation

Transportation systems and land use patterns influence each other. Roads, transit, and other transportation elements shape land development, while the distribution and types of land uses affect travel patterns and transportation facilities. Nationally, the transportation sector is the second largest source of greenhouse gas emissions and is the fastest growing sector concerning greenhouse gas emissions (with a projected 102% increase by 2030).

New Hampshire ranks 44th (sixth from the bottom) in terms of transportation sector energy consumption, by burning 106.7 trillion BTUs in 2010. New Hampshire's high transportation sector energy consumption can be attributed to the predominately rural nature of the region, as well as a lack of the infrastructure needed to support alternative transportation options other than motorized vehicles.

Major strategies to reduce greenhouse gas emissions from the transportation sector include: establishing land use and transportation policies that reduce the reliance on the automobile, as indicated by the previous section; improving the efficiency of the automobile; and providing the appropriate infrastructure for alternative fueled vehicles.

The City has demonstrated a commitment to improving the availability of alternative modes of transportation. In 2009, the City Council adopted a "Complete Streets" initiative committing the City *"To design, build and operate its roads and streets to safely accommodate all users and modes of Transportation."* Since the policy was adopted, efforts have been made to improve the existing transportation systems so they could better accommodate walking, bicycling, carpooling and public transit and so could help residents shift more easily to these less energy-intensive modes of transportation. Small shifts toward each of these modes for short and longer trips will have cumulative effects in reducing energy use and greenhouse gas emissions.

Approximately 20% of Concord residents travel to work using a mode other than the single occupancy vehicle, and their most frequent alternative transportation choices are carpooling (9.0 %) and walking (4.8 %). This reflects the City's commitment to developing livable, walkable neighborhoods.

Public transportation within the City is provided by Concord Area Transit (CAT), which operates a fixed route transit service which serves the general public and also operates a Senior Transit System and ADA para-transit service.

Because Concord is also the hub of the state and county government, it is a destination that serves many commuters outside of the community and region. Regional inter-city bus service is provided by Concord Trailways from the Stickney Avenue Station, with service to Manchester and Boston. Vermont Transit Lines provides limited bus service from Concord to White River Junction, Vermont and Boston. Peter Pan Bus Lines also provides limited service to points south of Concord. With continued need for access to Boston for both jobs and recreational opportunities, the demand for bus service will continue to grow.

New England Southern Rail operates a small freight yard on the New Hampshire Main Line. There is no commuter rail service to Concord, but the state continues to study the possible extension of commuter rail to the Massachusetts Bay Transportation Authority (MBTA) station in Lowell, Massachusetts. Phase 1 of the Boston to Montreal High-Speed Rail (BMHSR) Feasibility Study was completed in 2002 and identified Concord as a potential station location on the BMHSR corridor. The State has also established the New Hampshire Rail Transit Authority and has a State Rail Plan. The City and Central New Hampshire Regional Planning Commission participate in the ongoing planning efforts regarding transit that are identified in this plan and other documents.

Two Park & Ride facilities serve the transportation needs of a number of area residents who ride-share. One is located at Exit 14 off Interstate 93 and the other is at Exit 2 off Interstate 89. There are also two Park & Ride facilities in neighboring towns that are widely used. The first is at the junction of Interstates 89 and 93 at the Bow town line and the second is located off of exit 17 in Canterbury.

The Interstate 93 facility (340 spaces) is consistently at 90-95 % occupancy, while the I-89 facility (100 spaces) fluctuates at 65-75 % occupancy. The Concord Bus Terminal is at the center of the Exit 14 Park & Ride, and services CAT and all intercity bus services. Use of the Park & Ride facilities correlate roughly with the fluctuation of fuel prices, especially when gas prices spike upwards rapidly.

Concord needs to plan for the increased use of alternative fuel vehicles. There are currently between 20 and 30 plug-in cars in Concord, which is an increase from 2010, when it was estimated that there were less than five in the City. Two electric vehicle charging stations were installed at both the Grappone Conference Center and the Radison Hotel. They were the first charge stations to be installed in the State. Concord will be an important electric vehicle charging location because of its location at the junction of Interstate 89 and Interstate 93. At this time, the City's regulations neither require nor discourage the installation of electric charging stations in private parking lots.

The State has recently constructed a compressed natural gas (CNG) fueling station off of Stickney Avenue. This facility primarily serves state and city vehicles, but will also serve private CNG vehicles. The City's recently purchased Ford Transit Connect CNG vans will refuel at this facility.

3. Land Conservation

The City of Concord contains 67.41 square miles of land and water. Approximately one-third of this area is located within the Urban Growth Boundary (UGB), and the remaining two-thirds is located outside of the UGB. The outlying land is mainly rural in character and includes large tracts of undeveloped land. Without land use policies to properly guide new development in the rural areas, this land could easily be developed into sprawling subdivisions that would generally increase the vehicle miles travelled (VMT) of the average Concord resident.

In order to achieve the mixed-use, compact land development pattern within the UGB that is envisioned by the Master Plan, the City has implemented zoning and land use policies to encourage the preservation of open space and the clustering of residential development in the rural areas. In 2007, the City Council mandated the clustering of residential subdivisions in the Residential Open Space (RO) District. The RO District includes almost all of the land outside of the UGB. The cluster subdivision standards require that a minimum of 60% of the tract of land to

be subdivided will be set aside as open space, and also provides for reduced lot size and road frontage requirements in order to encourage more compact development. At this time over 600 acres have been permanently protected as open space through the cluster subdivision review process.

The City has also implemented policies to aid in the purchase of conservation land. The City has established a dedicated conservation trust fund pursuant to RSA 36A for the purchase and management of open space. At this time, 50% of the revenue from the land use change tax is placed in this conservation fund. In 2002, the City Council also appropriated \$5,000,000 in bonds and notes to the fund that the Conservation Commission may use to purchase land, subject to authorization by the City Council. As of 2013, approximately 6,000 acres of land, or 15.6% of the City has been permanently protected as open space. Chapter VII, Conservation and Open Space, of the Master Plan provides more detailed recommendations on land protection efforts in Concord.

An important benefit of land protection is that forested land serves as a carbon sink by removing CO₂ from the atmosphere through photosynthesis. In New Hampshire, 25% of the state's annual manmade CO₂ emissions are taken up by forested land. (EPA State and Local Greenhouse Inventory Tool, NH Climate Action Plan, Appendix 4.7) The New Hampshire Climate Action Plan recommends that forest land should be managed in a sustainable manner, and should be protected from conversion to non-forested uses. Approximately 20% of global manmade CO₂ emissions are caused by the conversion of forest land to non-forested uses. (NH Climate Action Plan)

There are 26 city-owned forests in Concord, comprising approximately 5,000 acres. This land is managed by the Conservation Commission with the guidance of a sustainable forest management plan to ensure that the forestry resources are preserved for future generations. The City also actively seeks to purchase additional forest land, in order to enlarge the existing tracts of protected open space in Concord, which means that this land will continue to serve as a carbon sink for the central New Hampshire region.

4. Site and Building Design

The City acts to reduce the energy demand of new development through the Site Plan Review processes. The City's land use regulations require shade tree plantings in parking lots; set minimum standards for internal landscaping within large parking areas; establishes maximum lot coverage requirements for impervious surfaces within in each district; requires accommodations for pedestrian circulation and sidewalk construction; and provides standards for stormwater management and infiltration.

The City also works to reduce energy demand through its building code and the building permit process. In 2010, both the State and the City adopted the 2009 International Energy Conservation Code (IECC). The 2009 IECC increased the requirements for residential wall insulation from R-19 to R-20 and increased the requirements for inspection and testing of the building's thermal envelope to include standards for blower door tests. HVAC equipment and lighting standards were also enhanced to increase energy savings. Homes built to 2009 IECC standards are generally 14% more efficient than homes constructed using the 2006 IECC.

Aside from adopting the 2009 IECC for new construction, the City does not require or provide incentives for buildings or sites to be designed to meet certain sustainability and energy

conservation thresholds. However, private developers have voluntarily constructed buildings to achieve these higher levels of sustainability. In recent years, "green building" has become an accepted term for describing the paradigm shift from conventional construction methods to more sustainable and energy efficient building practices. Concord is fortunate to be home to several businesses, non-profit organizations and residential properties that have successfully constructed green buildings. The private sector has demonstrated an increasing awareness and desire to build "green" or energy efficient buildings. There are ten U.S. Green Building Council, Leadership in Energy and Environmental Design (LEED), certified buildings in Concord; the projects are listed in the table below.

LEED Certified Projects in Concord		
Name	Owner	Certification
Concord Hospital	Capital Region Healthcare	Certified
French Wing Addition to Conservation Center	Society for the Protection of New Hampshire Forests	Gold
Weston Solutions	Greenlands Redevelopment, LLC	Gold
NH Audubon McLane Center	NH Audubon Society	Gold
North Branch Construction Corporation Headquarters	North Branch Construction, Inc.	Silver
Primex Addition	Primex	Silver
Readiness Center	NH Army National Guard	Certified
St. Paul's School Athletic and Fitness Center	St. Paul's School	Certified
The Duprey Center (SMILE! Building)	The Duprey Center, LLC	Certified
St. Paul's School Lindsay Center for Mathematics and Science	St. Paul's School	Gold

Source: US Green Building Council (www.usgbc.org/LEED/Project/CertifiedProjectList)

These LEED certified buildings are local examples of how to implement green building standards in Concord. The key components of green building and sustainable development are: site design and selection, solar orientation, landscape, stormwater, lighting, integrated building design, resources and materials and indoor air quality.

It is a proven fact that demolishing an old building and constructing a new one uses more energy than renovating an existing structure. This is due to the loss of the "embodied energy" within an existing building. Concord encourages the rehabilitation and/or reuse of old/historic buildings through its zoning and land use regulations. The City has a demolition review ordinance that gives residents advanced notice before a building is torn down. The demolition review process is used to initiate a dialogue with the property owner regarding the preservation of the building and its historic features. This process also provides an opportunity to raise public awareness about the embodied energy within a building and encourage the reuse or preservation of a structure.

There is a small locally designated Historic District located south of Horseshoe Pond, north of Interstate 393 and east of North State Street, which protects the historic buildings within that district. However most of the buildings within the district are single family residential homes and the district is very small in area. The Historic Resources chapter of the Master Plan identifies several potential neighborhood heritage districts and historic districts. The designation of additional local historic districts would provide the highest level local regulatory control over the renovation and removal of historic buildings.

Concord residents are encouraged to weatherize older housing stock to preserve the condition of their homes and to improve energy efficiency. Through the Revolving Loan Fund, the City offers loans for weatherization and housing rehabilitation to residents with low and moderate incomes.

5. Renewable Energy Sources for Small Scale Production

The use of small scale renewable energy systems, including solar (hot air, thermal and photovoltaic), geothermal, biomass and small wind energy systems generating less than 1 MW, has the capacity to reduce the Concord's overall carbon footprint.

The actual use of renewable energy in Concord for heating is not well documented, but to the extent that data exists, it shows that with the exception of 96 commercial and mixed-use buildings that are heated by wood through Concord Steam, there is very little use of renewable energy sources to heat or power homes and commercial buildings. According to the City Assessor's records, of 10,641 structures in the city, nearly all use some type of fossil fuel for heat. Similar findings are evident in data from the American Community Survey home heating data, which estimated that only 284 homes in Concord (1.6% of the total residences) are heated with wood.

The use of renewable energy sources for electricity is also limited in Concord. Unitil, the local electric distribution company, indicates that three business and 12 residential customers have net metering of electricity, all from solar sources. In addition, the Public Utilities Commission Renewable Energy Fund, which is supported through alternative compliance payments by retail energy suppliers, shows that a total of eight rebates were granted to Concord residents for solar thermal hot water systems.

While most public policy programs associated with enhanced use of renewable energy focus on large scale supports for electric generation, Concord can undertake efforts to support smaller scale, residential and commercial renewable energy enhancements. NH RSA 72:61-72 allows municipalities to offer exemptions from local property taxes for certain renewable energy installations, including: thermal and photovoltaic solar systems, wind turbines and central heating systems. The program aims to create a tax neutral policy for renewable energy

installations by eliminating the consequence of higher property taxes, once a renewable energy system has been installed.

The City of Concord has not yet adopted a local property tax exemption program for renewable energy systems, and the property tax assessments in Concord do not include information about renewable energy systems or use on the property. The Energy and Environment Committee is in the process of reviewing this with the City Administration, and is discussing the idea of implementing a system to track and inventory these renewable energy improvements on private property.

NH RSA 53-F enables municipalities to establish a city-wide Property Assessed Clean Energy (PACE) District, and establish a sustainable energy efficiency bond for the purpose of underwriting residential and commercial energy efficiency investment programs. Due to mortgage financing concerns at the national level, the City has not yet initiated a local PACE program. There are a number of legislative efforts at the state and federal level that are attempting to rectify this structural problem with the program.

The City has adopted regulations for construction of small wind energy systems as an accessory use. These regulations aim to accommodate the installation of wind turbines in appropriate locations without causing harm or nuisance to neighboring properties.

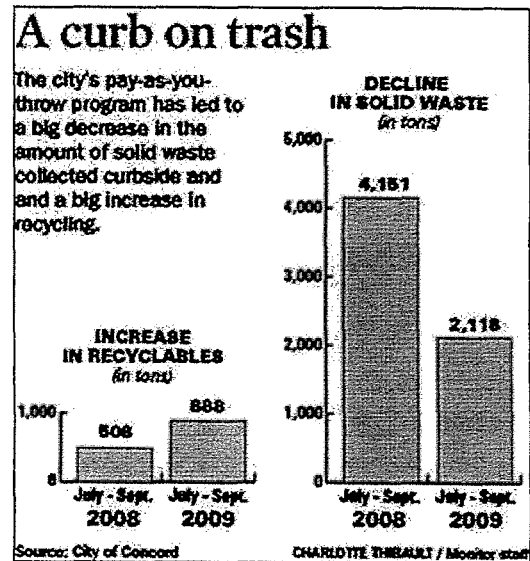
A comprehensive review of city building codes to ensure that there are no barriers to the installation of renewable energy systems has not yet been done.

6. Waste Management

The City can reduce dependence on fossil fuels by reducing the overall amount of waste hauled to the incinerator or landfill. This can be accomplished by encouraging residents to reduce household waste and increase materials that are recycled or composted.

Pay As You Throw (PAYT)

In 2009, the City implemented a PAYT policy to offset the increasing costs of solid waste services. PAYT requires residents to pay for waste disposal based on the amount of trash that is thrown away, and does not impose a fee on the amount of material recycled. Consequently PAYT allows each household to control their volume of trash and their associated costs.



The program is intended to create a balance in terms of services provided to residents; achievement of lower long-term waste disposal costs; and encouragement of recycling and a decrease in waste disposal. There were immediate results with the launch of PAYT in Concord, with first quarter data showing a decrease in solid waste by 50% and an increase in recycling by 75%. (Concord Monitor, 10/28/09)

The U.S Environmental Protection Agency (EPA) reports that the greenhouse gas emissions emitted directly from waste being burned in an incinerator or buried in a landfill account for

about 3% of the total greenhouse gas emitted in the U.S. each year. When trash is burned, incinerators emit carbon dioxide (CO₂) and also emit nitrous oxide (N₂O), which is a greenhouse gas that is 310 times more powerful than carbon dioxide in regard to atmospheric warming.

Curbside and Drop-off Recycling

Concord has a curbside recycling program and currently accepts glass, tin, aluminum, plastics 1 through 7 (no plastic bags), newspapers, mixed paper and corrugated cardboard from residents. Most recycled items are placed into a single container, and residents do not need to separate items, except for corrugated cardboard, which is placed in a separate container. The City also operates a drop-off recycle service free to residents. The recycling center offers recycling of motor vehicle waste including tires, motor oil, car batteries and antifreeze, as well as household items, cell phone batteries and fluorescent bulbs. The recycle center does not accept plastic bags or Styrofoam.

The benefits of recycling include the reduction of landfill tipping fees; the diversion of usable material from the landfill to local markets; and generation of revenue for the city. In addition, using recycled materials to make new products requires less energy, less water and less chemicals for reprocessing than using virgin materials requires.

Spring/Fall Leaf Pick-up.

Composting leaves, yard waste, food and certain compostable plastics helps to reduce the overall tonnage of solid waste, while eliminating the unnecessary production of harmful methane emissions at landfills. Twice a year the City provides a leaf and yard waste pick-up service to residents. The current acceptable materials for these collections system include leaves, grass, hedge trimmings, weeds, fruit tree droppings, mulch and garden plant waste.

Yard waste is often considered to be an unusable resource from residents, but when managed properly it can be converted into valuable products such as bark mulch and compost. During spring/fall leaf pick-up, Concord residents are asked to purchase special bags from local retailers to help consolidate and control the collection of this waste stream. This process reduces solid waste disposal fees; reduces carbon emissions, since yard waste is composted or chipped, as opposed to being incinerated; reduces landfill tipping fees; and reduces organic matter in landfills, which decreases the amount of methane and other greenhouse gas emissions.

Concord does not provide a curbside pick-up of other types of compostable materials, such as food waste and paper. Vegetable scraps, fruit peels, coffee grounds and even certain plastics can be diverted from the landfill waste stream, and can potentially result in a significant reduction in typical household disposal tonnage. These materials decompose anaerobically at a landfill, producing methane which has a significantly greater heat trapping capability than carbon dioxide. By composting these materials, the generation of greenhouse gases, particularly methane, is avoided. Compostable material is also considered by many people to be a vital resource, since it can be used as an alternative to fertilizer.

7. Sustainable Food Systems

The dominant food system in the United States is one of large-scale production, processing, and long-distance transportation. At each stage, significant amounts of energy are consumed: fuel for farm equipment; petroleum-based fertilizers and crop inputs; energy for cold storage, processing, and packaging; fuel to distribute products across the nation and globe; energy for consumers to travel to grocery stores; and finally, energy used in the home for food storage, preparation, and waste handling.

New Hampshire currently relies heavily on this food system. A recent study estimated that the State of New Hampshire imports 94% of its food. While a localized food system does not necessarily use less energy in production, it does have other benefits such as requiring less energy for transport, and potentially less energy for processing and packaging.

Organic farming helps to reduce dependence on petroleum based fertilizers. Additionally, the protection of agricultural soils and the working landscape can help to focus development in more compact areas, and prevent energy-intensive sprawl. Finally, a local food system may be more adaptable in the face of fluctuating energy prices and changes in climate patterns. The Conservation and Open Space and Land Use chapters of the Master Plan 2030 articulate the City's desire to protect its agricultural lands, avoid sprawl, and encourage local food production.

Local Agriculture

The City has acquired a number of agricultural properties, and has also contributed to the purchase of conservation easements on working farms. The City has also negotiated lease agreements with some local farmers to ensure continued agricultural use of approximately 216 acres of farmland. In addition to the purchase of fee simple interest in important agricultural properties, the City has financially supported the conservation of several local working farms including: Rossvie Farm (545 acres), Dimond Hill Farm (108 acres), Carter Hill Orchard (155 acres) and Maplewood Farm (78 acres).

The City's Urban Growth Boundary, zoning districts, and cluster development regulations all contribute to the protection of agricultural lands and the discouragement of energy-intensive development patterns. The City of Concord zoning ordinance specifically permits community gardens, agricultural and horticultural operations as accessory uses to the cluster development.

Concord does not have a food hub, which is a facility that manages the collection, storage, processing, distribution and marketing of locally and regionally produced food products. A food hub would offer potential energy savings to producers and processors and to consumers, by centralizing operations and promoting a sustainable local food system. A growing number of food hubs are being established elsewhere in the country including Hardwick and Burlington, Vermont, Portland, Maine, and Boston, Massachusetts.

Farmer's Markets

Farmers' markets provide a centralized space for the sale of local food products, and can reduce the number of trips consumers must take to procure local food. The energy benefits of farmers' markets appear to derive more from the lack of processing and packaging of products than from "food miles" saved. Holding farmers' markets in walkable downtown neighborhoods also may encourage the use of alternate forms of transportation to and from the market, and

can potentially reach some underserved demographics. Currently, there are two summer farmers' markets in Concord, one located downtown and one in Penacook. There is also a winter farmers' market, which is held at Cole Gardens from January through March. The downtown Concord Farmers' Market recently established a no-cost bike valet service that parks and stores bicycles while shoppers are at the market.

Community and Home Gardens

Community gardens are plots of land that are worked by a group of people either collectively or in individual sections, usually to grow food for home consumption. The garden may be privately or publicly owned, and may be managed by a volunteer group, public agency or nonprofit organization. Community gardens often encourage or mandate low-input growing methods, and are a source of low cost, fresh, whole foods for City residents. Some gardens may be located on vacant lots, marginal land or otherwise unused land, thus creating a more productive use within the city. There are three community garden sites in Concord: Sycamore Garden at the New Hampshire Technical Institute campus; NH Department of Resources and Economic Development gardens off of Clinton Street; and the Unitarian Universalist Church off of Pleasant Street.

Backyard gardens offer the most local source of food for Concord residents. If cultivated using low-input methods, food produced in home gardens may require very little energy aside from the physical energy the gardener expends. Converting lawn space to garden plots can also reduce the amount of mowing and watering required to maintain a homestead. Home gardening has been on the rise: a recent survey indicated that nationwide, 43 million households planned to grow their own produce in 2009, which is a 19% increase from just the year before. In Concord, a nonprofit organization called the Capital City Organic Gardeners shares, learns about and teaches organic gardening methods to community members throughout the city.

Each of the elements described above contributes to a strong local food system. Due to climate characteristics and soil composition, it is not likely that all or even most of the food consumed in Concord will be produced here. However, expanding and strengthening the local food system will allow residents to adapt more readily to fluctuating energy and food prices in the future.

H. PUBLIC EDUCATION AND OUTREACH

City government can serve as an important resource for the education of residents and businesses on energy related matters. The City Council, Energy and Environment Committee and the Planning Board are all positioned to promote Concord as an energy conscious community, and to help educate the public on ways to improve energy efficiency and sustainability. The Energy and Environment Committee meets monthly and the meetings are open to the public. The group also maintains a website which serves as a community resource for energy related information.

I. ENERGY OBJECTIVES AND ACTIONS

1. General Energy Use and Efficiency

Policies and Objectives:

- a. Support amendments to state and local laws that encourage or promote energy conservation and efficiency.
- b. Encourage local businesses and residents to implement energy efficiency improvements and to utilize loans and rebate programs to assist with implementation.
- c. Promote the use of energy audits for residential and commercial properties in order to identify opportunities to reduce energy use in these sectors.
- d. Provide weatherization assistance and education to residents, and provide resource links on the City's website to promote special rebate programs.
- e. Partner with utility companies, state agencies and nonprofit organizations to promote energy conservation and efficiency and implementation of private energy audits.

Actions:

- a. Monitor pending energy related legislation and particularly the viability of PACE legislation (RSA 53-F) and implement PACE as soon as practical.
- b. Propose changes to City regulations in response to new state laws that support energy efficiency.
- c. The City should collect and publish baseline data on overall energy use within the City.
- d. Review the possibility of establishing a loan program for renewable energy installations and energy efficiency improvements, either directly through the City or together with a local lending institution.

2. Municipal Energy Use and Conservation

Policies and Objectives:

- a. Design and construct all new municipal buildings to the highest energy efficiency standards available.
- b. Improve the energy efficiency of existing municipal buildings, infrastructure and fleet vehicles.

- c. Continue to identify and implement municipal energy efficiency improvements for existing municipal buildings, infrastructure and fleet vehicles.
- d. Continue to evaluate and update municipal energy policies.
- e. Encourage the use of innovative energy efficiency technologies on municipal buildings, such as green roofs and solar installations.

Actions:

- a. Continue to pursue grant funding for municipal energy efficiency improvements to facilities, infrastructure and fleet vehicles.
- b. Continue to convert street lights and traffic signals to the most efficient equipment available.
- c. Include requirements for purchasing renewable energy when negotiating contracts for municipal facilities.
- d. Continue to improve the efficiency of the City's fleet vehicles by installing vehicle anti-idling technologies and replacing vehicles with more fuel efficient or alternative fueled models.
- e. Continue to track municipal energy consumption and report improvements based on the baseline information collected through the energy audit.
- f. Establish a municipal energy efficiency trust fund to provide funding for new municipal energy initiatives, utilizing a portion of funds saved from prior projects.

3. Land Use Planning to Reduce Vehicle Trips

Policies and Objectives:

- a. Continue to promote land use patterns that increase energy efficiency in transportation systems.
- b. Encourage mixed use development within the urban growth boundary and particularly in the downtowns and village centers.
- c. Expand upon the opportunities for a variety of residential development types in the downtowns, village centers and near future rail transit stations and employment areas.
- d. Continue to provide and expand opportunities for infill development and encourage the redevelopment of underutilized sites within the Urban Growth Boundary.
- e. Continue to support rural land protection and funding for the conservation trust fund, and pursue other mechanisms to discourage further development outside the Urban Growth Boundary, such as the transfer of development rights.

- f. Provide opportunities for high density residential development adjacent to services, transit and job centers.

Actions:

- a. Review land use regulations for consistency with long-term energy goals and implement zoning amendments and amendments to the site plan and subdivision regulations as needed to support the goals.
- b. Support the development of new village centers with mixed uses where appropriate.
- c. Identify and implement incentivizes for residential development on the upper stories of buildings downtown.
- d. Implement zoning amendments to allow for the establishment of accessory dwelling units in residential districts throughout the City.
- e. Provide for the development of zero lot line construction throughout the City including the Open Space Residential District.
- f. Pursue grants, partnerships and leveraging opportunities to support the protection of land outside the Urban Growth Boundary including the transfer of development rights.

4. Transportation to Reduce Vehicle Miles Traveled and Dependence on Fossil Fuels

Policies and Objectives:

- a. Continue to support the "Complete Streets" policy.
- b. Promote walking and bicycle commuting throughout the City.
- c. Continue to support inter-city public transportation.
- d. Support planning for rail service from Concord to Boston and potentially north to Montreal.
- e. Encourage children to walk and bike to school through an aggressive safe route to school program and adequate sidewalks and bicycle routes around all schools.
- f. Encourage residents to reduce reliance on fossil fuels by reducing their vehicle miles travelled through trip chaining, use of public transportation, ridesharing, using the "park once" policy, carpooling, and driving more fuel efficient vehicles.
- g. Promote businesses allowing telecommuting in order to reduce vehicle miles travelled.
- h. Support the development of incentives for driving and owning fuel efficient vehicles such as a tiered municipal vehicle registration program based on fuel efficiency.
- i. Support the use of alternative fueling facilities and electric charging stations.

- j. Continue to work with the School Districts to implement the Safe Routes to Schools Program.

Actions:

- a. Retrofit existing transportation corridors to "Complete Streets" in order to improve walkability and bicycling within the City.
- b. Review site plan and subdivision applications to ensure adequate bicycle and pedestrian accommodations in and around new development.
- c. Continue to develop sidewalk connections and shared use paths throughout the City, with special emphasis on improving accessibility to schools and parks.
- d. Establish a bike share program for the downtown.
- e. Support the establishment of bicycle lockers downtown.
- f. Continue to provide public transit within the City and increase ridership through frequent and regular routes.
- g. Encourage business owners to establish preferred parking for carpooling and high efficiency and alternative fueled vehicles.
- h. Maintain the City's sidewalk system during winter months to improve walkability, particularly around schools.
- i. Establish an outreach program to educate residents on the energy impacts of their driving habits, and promote alternatives to the single occupancy vehicle.
- j. Preserve active rail corridors and connections to rail service throughout the City.

5. Site and Building Design

Policies and Objectives:

- a. Encourage all new buildings to be constructed to the highest energy efficiency standards available.
- b. Promote energy efficient site design including the use of Low Impact Development techniques (LID), sustainable landscaping, green roofs, reduced lot coverage and pervious pavement.
- c. Promote the reuse and preservation of existing buildings and pursue tools to preserve and adaptively reuse existing buildings wherever this feasible.

Actions:

- a. Continue to review the City's building code and make recommendations to modify the building code as standards evolve to be more energy efficient.
- b. Review and revise existing regulations and standards for exterior site lighting in order to reduce the intensity of light required when sites are illuminated, and to set standards for lighting efficiency.
- c. Consider incorporating concepts from the LEED Neighborhood and the Sustainable Sites Initiative into Concord's land use regulations.
- d. Amend the City's zoning ordinance to require all large-scale development to be constructed to meet specific higher energy efficiency standards.
- e. Host a green home or building tour in Concord to demonstrate local applications of energy efficiency technologies.
- f. Expand the City's street tree planting program to increase shade and street tree plantings that reduce the heat island effect of large impervious areas and higher density neighborhoods.
- g. Review the possibility of expanding the Historic District in Concord and establishing Neighborhood Heritage districts throughout the City, to promote the preservation of embodied energy in existing buildings.

6. Renewable Energy Sources for Small Scale Production

Policies and Objectives:

- a. Promote local energy stability and independence through the use of small scale renewable energy systems including solar, geothermal, biomass and small wind energy systems.
- b. Support local renewable energy sources and production.
- c. Educate residents and businesses about renewable energy technologies and incentive programs that may be available.

Actions:

- a. Establish a Property Assessed Clean Energy District (PACE) financing program for the installation of renewable energy improvements to residential and nonresidential properties.
- b. Establish a property tax exemption program in accordance with NH RSA 72:61-72, for small scale renewable energy systems; and track the installation of these systems throughout the City.

- c. Review the City's building code and land use regulations for impediments to the installation of small and large scale renewable energy technologies, and make regulatory changes as needed.
- d. Consider the installation of renewable energy systems at municipal facilities as a means of reducing fossil fuel use and demonstrating renewable technologies to the public.

7. Waste Management

Policies and Objectives:

- a. Continue to support the municipal Pay As You Throw, curb-side recycling and spring leaf pick up programs.
- b. Reduce the overall tonnage of waste produced in Concord.
- c. Promote recycling in all sectors.
- d. Encourage the recovery of recyclable materials from waste stream for reuse.
- e. Educate residents about the environmental and energy related consequences of the waste stream.
- f. Encourage residents to purchase products from recycled materials.
- g. Promote the reduction of plastic shopping bags at business establishments in Concord and encourage the use of reusable/recyclable packaging at all food and beverage establishments.
- h. Continue to encourage the use of reclaimed asphalt.
- i. Continue to encourage the sale of commercial compost.

Actions:

- a. Require recycling and compostable products for any special event permits issued by the City.
- b. Implement a plastic bag ban in the City.
- c. Place recycling bins next to all municipal trash receptacles.
- d. Conduct a feasibility study on establishing a municipal curbside composting program and composting facility.
- e. Review the possibility of adopting a recycling ordinance to require the recycling of construction waste, household waste and waste from other users.

- f. Educate residents about household hazardous waste and the appropriate methods of disposing of and recycling these products.
- g. Adopt a construction demolition ordinance that would require a minimum amount of materials to be recycled or re-used.

8. Sustainable Foods as a Means of Conserving Energy

Policies and Objectives:

- a. Encourage the consumption, distribution and production of locally grown and/or raised food products.
- b. Support the protection and preservation of land with high value agricultural soils.
- c. Support the local agricultural economy and efforts to produce food locally.
- d. Encourage residents to support the local agricultural economy and efforts to produce food locally.

Actions:

- a. Review the City's land use regulations for obstacles to urban and rural agriculture, including working farms, community gardens, backyard gardens, agricultural tourism and farmer's markets, and implement amendments as necessary.
- b. Identify and protect land containing important agricultural soils.
- c. Continue to support land protection efforts in order to preserve working farms in Concord.

9. Public Education and Outreach

Policies and Objectives:

- a. Promote Concord as an energy conscious community.
- b. Continue to provide leadership to the community on sustainability and energy efficiency topics.
- c. Create partnerships and programs with Chamber of Commerce and business owners throughout the City to further the City's energy goals.

Actions:

- a. The Concord Energy and Environment Committee will collaborate with City Staff and elected officials on energy related initiatives.

- b. Creatively engage the community and host public workshops, events and Concord Community Television shows related to energy conservation and renewable topics.
- c. Serve as a clearinghouse for information and resources on energy issues and technologies for the entire community, utilizing the City's website, Concord Energy and Environment Committee website, the Library and other information outlets.
- d. Prepare annual reports with metrics.
- e. Regularly update the Energy and Environment Committee's Climate Action Agenda.

J. SUPPORTING STUDIES

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<http://www.ers.usda.gov/Publications/ERR97/ERR97.pdf>.

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Table C10: Energy Consumption by End-Use Sector, Ranked by State, 2009; U.S. Energy Information Administration at:
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<http://www.wheelabratortechologies.com>

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City of Concord, New Hampshire

ADMINISTRATION

City Hall – 41 Green Street – 03301

(603) 225-8570

taspell@concordnh.gov

Thomas J. Aspell, Jr.
City Manager

June 21, 2013

Mr. Brian Mills
Senior Planning Advisor
Office of Electricity Delivery and Energy Reliability
U.S. Department of Energy
1000 Independence Avenue SW
Washington, DC 20585

Re: Northern Pass Transmission Project EIS

Dear Mr. Mills:

On behalf of the City of Concord, New Hampshire, I am writing to express concerns the City Administration, Conservation Commission, and Planning Board have with the potential impacts of the Northern Pass Transmission (NPT) Project. We ask that the Department of Energy consider these concerns as the Environmental Impact Statement for the NPT is prepared.

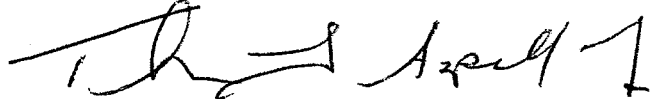
1. We are very concerned about the potential impact the NPT will have on the City of Concord's character and property values as a result of the project's potential visual impacts. The visual impact of large pylons is of particular worry. (A study prepared by the Appalachian Mountain Club has found that not only would Concord be the municipality with the largest number of acres exposed to towers, but Concord would also have the highest number of visible towers per acre.)
2. Some areas of the City of Concord could be severely impacted, including areas where the NPT route would follow existing rights of way in residential areas, where an increased number of towers would be visible, where towers would dominate the landscape, and where limited remaining visual buffers could be lost.
3. The City would like the high-voltage electrical transmission lines to be placed underground, especially when they are close to residential areas.
4. The City asks that the EIS include a thorough, in-depth assessment of the aesthetic and economic impacts of the NPT Project for the entire length of the transmission line within the City of Concord, including a parcel-by-parcel assessment of residential areas located adjacent to the route.
5. The City asks that other alternatives be evaluated in the EIS, such as more attractive tower designs, shorter towers, and other tower configurations that would minimize visual impacts; as well as substantial visual buffers to mitigate visual impacts.

Mr. Brian Mills
Re: Northern Pass Transmission Project EIS
Page 2

We realize that this project is still in the early planning stages. However, I wanted to take advantage of the EIS scoping process to ensure that the City's initial concerns are considered by the Department of Energy as it prepares the Northern Pass Transmission Project EIS.

If you have any questions, please do not hesitate to contact me at (603) 225-8570.

Very truly yours,

A handwritten signature in black ink, appearing to read "T. Aspell, Jr.", written over a horizontal line.

Thomas J. Aspell, Jr.
City Manager

Attachments:

- 1) Report to the Mayor and City Council from the Conservation Commission, 3/8/2013
- 2) Report to the Mayor and City Council from the Concord Planning Board, 3/17/2013

cc: Mayor and City Council



CITY OF CONCORD

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REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Concord Conservation Commission

DATE: March 8, 2013

SUBJECT: City Council referral regarding Northern Pass's use of the existing PSNH right of way through the McKenna's Purchase housing development

Recommendation

Accept this report.

Background

The Conservation Commission reviewed the City Council referral and discussed the communication from McKenna's Purchase at their February 13, 2013 and March 13, 2013 meetings. Residents of McKenna's Purchase were present at the February meeting and explained the concerns of the homeowners association.

Discussion

The Concord Conservation Commission opposes the Northern Pass project. The Commission believes the project will have a number of negative effects both in Concord and beyond.

The most likely route for Northern Pass in Concord is via an existing right of way that extends 8.09 miles in Concord, from the Canterbury line near Route 132 to the Pembroke line at the Soucook River. This was termed an "alternate" route at the time it was released; it requires approval from the Federal Aviation Administration for placement of new towers near Concord Airport. The "preferred" route, which may be utilized if the FAA does not permit new towers on the existing right of way, would use a portion of the existing right of way and 2.1 miles of new right of way through the Broken Ground area near Portsmouth Street.

Although most of the attention paid to the Northern Pass project has related to impacts of power line construction in northern New Hampshire, the project would have significant impacts in Concord. Although the height and location of new towers has not been released, they would be significantly higher than the existing towers, and would carry 345,000 volts as opposed to 115,000 volts on the existing power lines. An evaluation of visual impacts by the Appalachian Mountain Club found that Concord had the largest land area in acres (9,000) that would be exposed to views of towers of any community.

The City's Master Plan includes as one of the goals for Conservation and Open Space: "To maintain and enhance scenic views and natural vistas from the City's roads and public properties where possible (p. VII-2)." The existing power line passes through or near a number of City open space properties, including Spear Park, the Richards Community Forest, Turtle Pond conservation land, and conservation land off North Curtisville Road and Portsmouth Street. In addition, the Master Plan identifies both Broken Ground and the northern part of East Concord as priority areas for future open space protection.

The possibility of additional clearing of the existing right of way, and construction of towers on large-concrete pads, would have additional negative effects through further fragmentation of wildlife corridor and impacts on wetlands and wetland buffers from construction. The existing power line right of way passes through a number of sensitive wetland areas.

The City should conduct a legal review of easement deed language for the existing power line, as well as deed language on conservation land listed above, to determine if there are restrictions on the expansion of the use within the right of way or on the height or type of structures being proposed.

Some 30 New Hampshire towns have taken positions in opposition to Northern Pass -- some by unanimous town meeting votes. In comments submitted to the US Department of Energy, a number of towns noted that information about the project has been limited and they had not had an opportunity to be briefed on it by Northern Pass officials. That is the case for our commission as well. Other towns pointed out that clear alternatives to Northern Pass exist, with high-voltage power lines that already exist to carry power from Canada to New England.

The Northern Pass project would carry electricity generated by Hydro Quebec to southern New England. There are indications that the power is not needed. Large-scale hydroelectric generation is not considered sustainable or "green" energy; it relies on the inundation of thousands of acres of boreal forest in Quebec -- by some estimates an area half the size of New Hampshire -- and construction of hundreds of miles of transmission lines from distant hydro dams. Such projects contribute to climate change through the release of methane gas from decomposing vegetation.

The Northern Pass project is of questionable value on many fronts: unproven demand, climate change impact, and the effects of new or expanded power line construction. The Concord Conservation Commission feels that because of these negative impacts, coupled with the local impacts on open space properties and the residents of Concord, the project should not be built.

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CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Gloria McPherson, City Planner

DATE: March 17, 2013

SUBJECT: Planning Board referral from City Council in regard to a letter from residents of McKenna's Purchase in relation to the proposed Northern Pass

Recommendation

Please accept this report and consider the following comments and observations from the Planning Board and Planning Division.

Background

This item was referred to the Planning Board in January, and the Board discussed it at their regular meeting on February 20. Representatives of McKenna's Purchase were present to offer testimony and answer the Board's questions.

Discussion

The Planning Board is forwarding the following comments and observations for consideration by the City Council:

1. The Planning Board's authority to review any application by the Northern Pass for a Conditional Use Permit through the City would be limited to a review of (a) the impacts of the line on natural resources, such as wetlands, and (b) the potential visual impacts and the need for screening/buffering of nearby residential areas that are adjacent to a non-residential district boundary.
2. The Planning Board was of the opinion that the impacts of this project should be reviewed for the entire length of the transmission line within the City, including not only McKenna's Purchase, but any other residential areas located adjacent to the line. It was noted that the route as currently proposed (termed the "Alternate Route" at the time it was released, and located within the existing power line right-of-way) would be located near other residential areas in the City, including Brookwood Drive, Farmwood Road, Turtle Town Village (Jennifer Drive) and Alton Woods.

3. The Planning Board suggested that the City Council advise the developer that the electrical transmission lines be placed underground where they are close to residential uses.

The Planning Division would also like to forward the following for consideration:

If Northern Pass happens, it makes sense that the project be designed and constructed in such a way as to have the minimum possible impact on the environment, the landscape, existing neighborhoods and businesses. The visual impact of large pylons is a particular concern. An evaluation of visual impacts by the Appalachian Mountain Club found that Concord had the largest land area of any community, 9,000 acres, that would be exposed to views of towers.

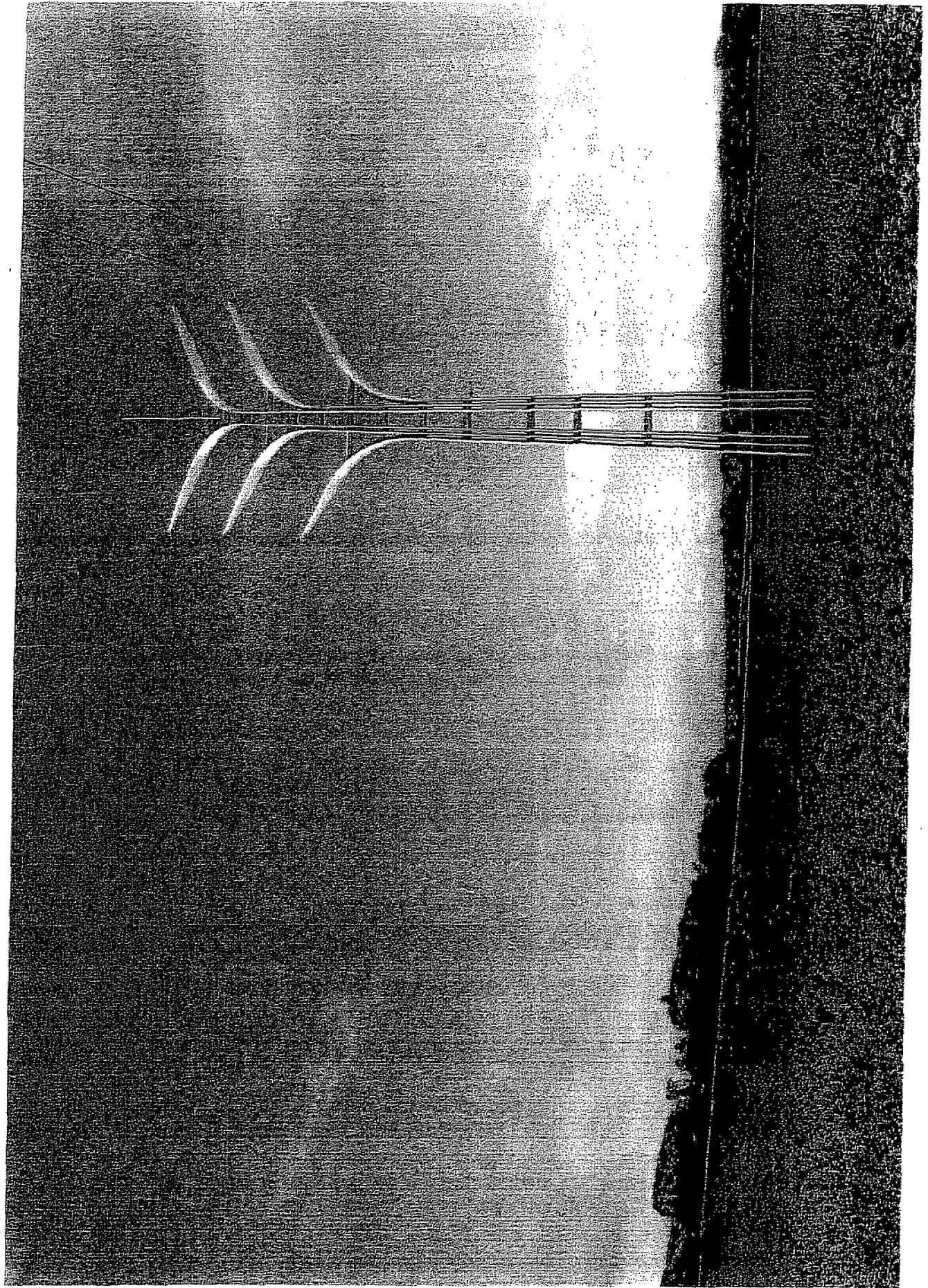
A project the scale of Northern Pass, with a potential for impacts throughout the City, should be a model project and encouraged to set high standards. If the transmission lines of Northern Pass cannot be placed underground, an effort should be made to minimize the size of the pylons and to design them to be as attractive as possible.

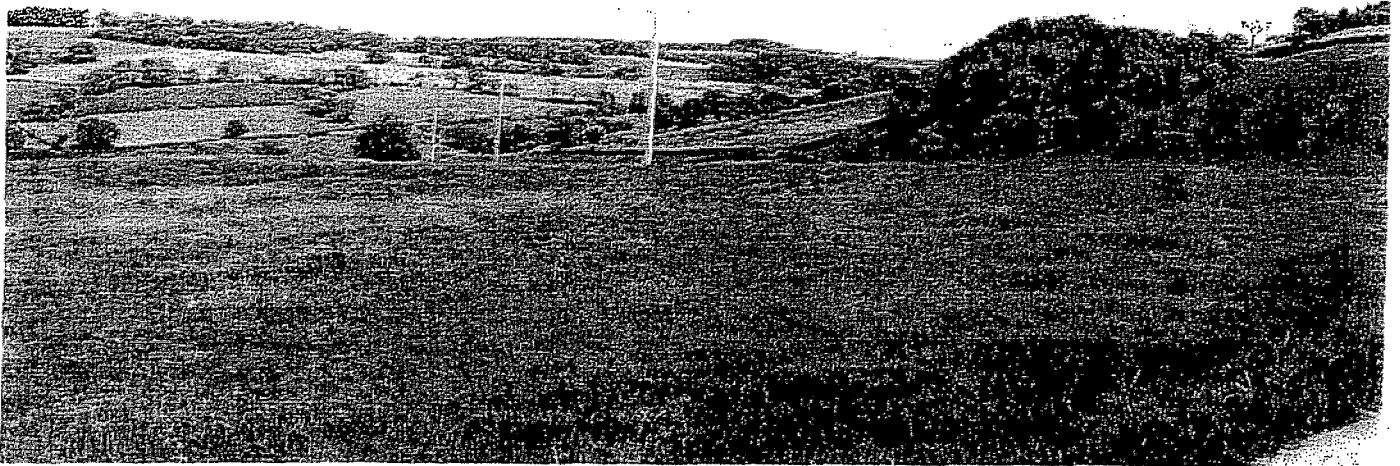
As an example of what can be done to lessen the aesthetic impact of pylons, the Royal Institute of British Architects launched a competition last year, inviting architects, designers, engineers and students of these disciplines to rethink the design of the electricity pylon, recognizing that it is an important, yet controversial feature of the modern landscape. Attached are photos of four of the shortlisted entries.

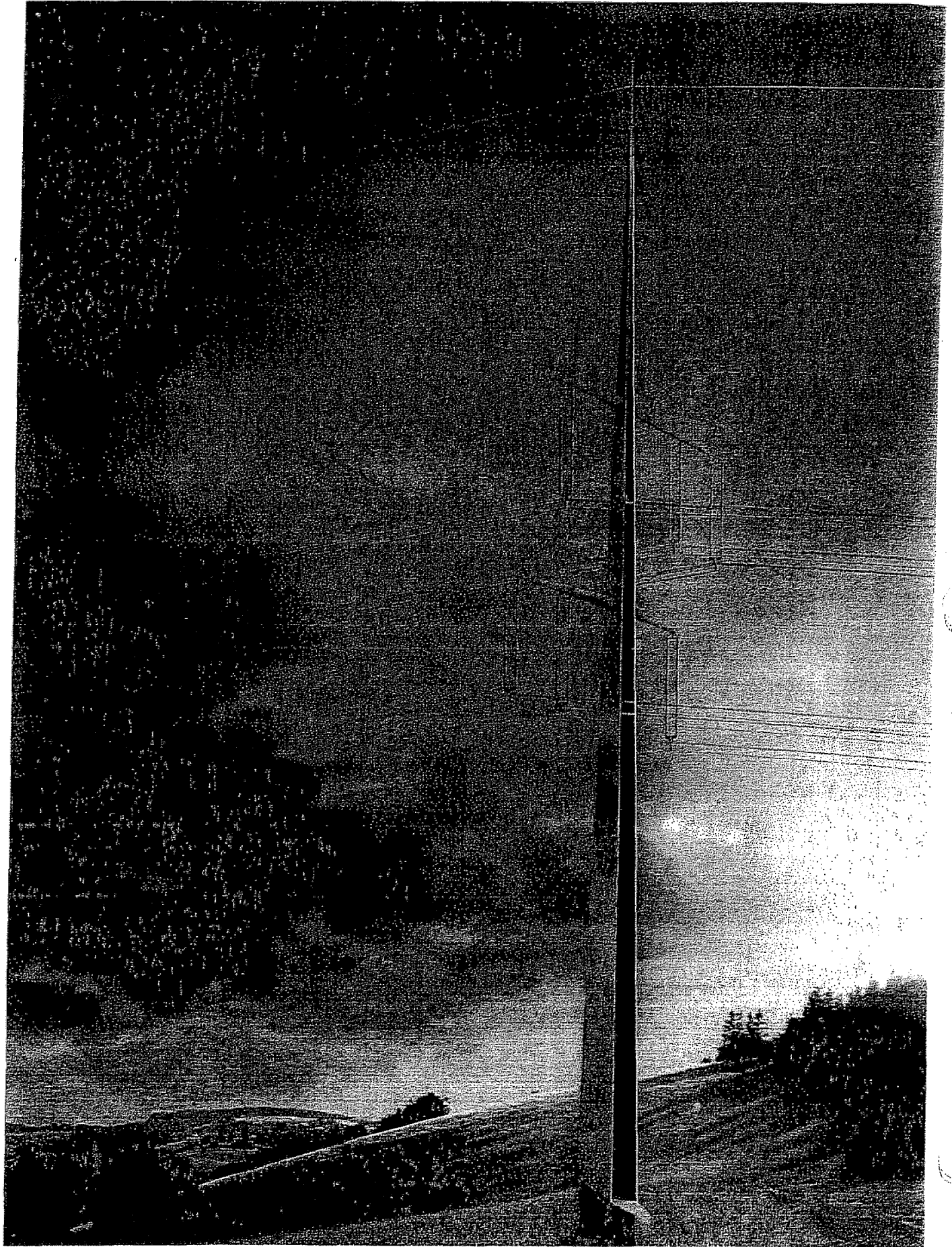
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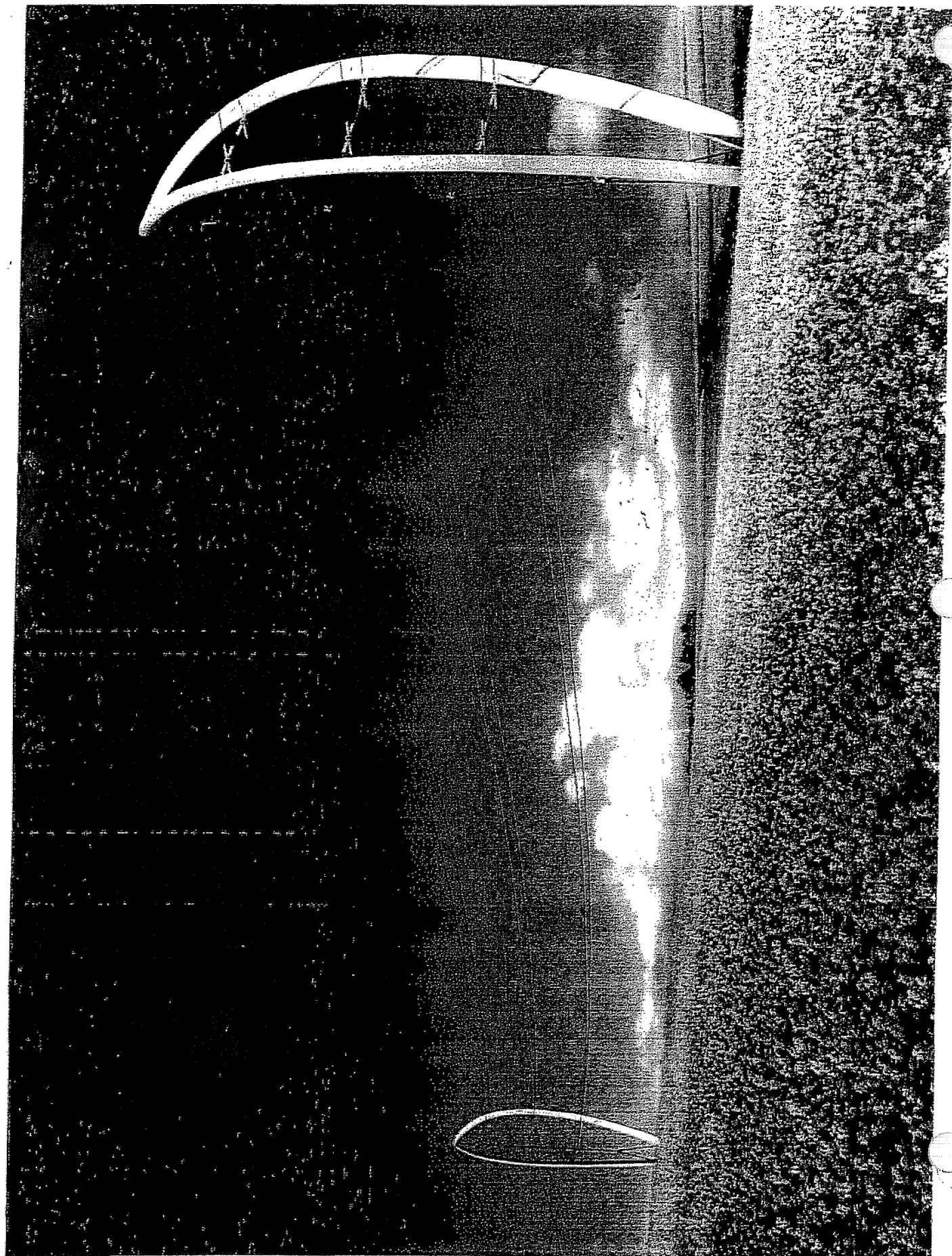
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Pa 001









Bonenfant, Janice

From: Colin Van Ostern <colinvo@vanostern.com>
Sent: Monday, June 10, 2013 11:04 AM
To: * City Clerk
Subject: Exec Council Report - More new commissioners, foreclosure help & more

JA

Friends,

This past week, the Executive Council confirmed Governor Hassan's nominations for three Department heads: Commissioners of Insurance Roger Sevigny, Revenue Administration John Beardmore, and Information Technology Peter Hastings. The Governor also nominated Jim Craig to serve as Labor Commissioner; a public hearing will be held on Monday, 6/17 at 5:30 pm in the NH State House.

I was pleased to support an effort to provide legal help for homeowners facing foreclosure (details below), and we also tackled a number of issues with specific regional importance in the district I represen:

(1) Projects impacting Merrimack Co & Central NH: Pavement repairs at Hugh Gallen State office park, an easement in Newbury that allows a senior housing facility, expanding a loan for Franklin water system improvements, selling land to allow a walking trail between Tilton & Franklin, contract with the Central NH Regional Planning Commission, public outreach consultant for Capitol Corridor Rail study, and support for CAT and Concord Trailway buses

(2) Projects impacting the Monadnock Region: Finalization of requirements for Brookbend East housing project in Keene, contract with the Southwest Region Planning Commission, and public transportation in Charlestown and Keene.

(3) Projects impacting Strafford & Belknap Co: Work on Berry Brook/Cochecho River, Suncook river erosion work, water improvements in Durham and Barnstead, drainage work along Spaulding Turnpike in Dover & Rochester, contract with Strafford Regional Planning Commission, and elderly and disability public transportation in Dover.

(4) Other projects & policies with statewide impact: Renewed legal support for homeowners facing foreclosure, renewed support for state Director of Broadband Planning, establishing wildflower fields along major highways using voluntary Conservation license plate funds, and a study of extending commuter rail from Haverhill, MA to Plaistow, NH

(5) Confirmations & Nominations: Confirmed Commissioners of Insurance, Revenue & IT; heard nomination for Commissioner of Labor (Jim Craig)

Full details on all these items are included below. The next meeting is on June 19. If you have any questions, please don't hesitate to let me know – and **if you prefer not to receive these updates, just drop me an email and let me know and I'll remove you from this list.**

Sincerely,

Colin

FULL 6/5 AGENDA: <http://1.usa.gov/11Nzb1N>

(or follow the links below for documentation of each item)

The Council voted to:

1. DETAIL: CENTRAL NH PROJECT

Authorize the Bureau of Public Works Design and Construction to enter into a contract with J. Parker & Daughters Inc., for Phase II Roadway & Parking Rehabilitation & Stormwater Improvements, Concord, NH, for a total price not to exceed \$598,000. (2)Further authorize a contingency in the amount of \$19,846 for unanticipated expenses, bringing the total to \$617,846. Effective upon G&C approval through October 15, 2013. **98% Capital – General, 2% Federal Funds.** (3)Further authorize the amount of \$27,900 for payment to the Department of Administrative Services, Bureau of Public Works Design and Construction, for Capital Clerk oversight services provided, bringing the total to \$645,746. **100% Capital – General Funds.**

Authorize the Division of Historic Resources to accept a Perpetual Historic Preservation Easement consisting of the real property and archaeological sites on approximately 4.237 acres along NH Route 103 in Newbury, NH, and no appraised value, from Newbury Elderly Housing Inc. Effective upon G&C approval.

Authorize to amend an original loan agreement with the City of Franklin, NH, (originally approved by G&C on 3-28-12, item #98), to finance water system improvements, by increasing the loan amount by \$340,000 from \$3,030,000 to \$3,370,000. Effective upon G&C approval. **79% Federal, 21% Capital (General) Funds.**

Authorize the Bureau of Right of Way to sell two parcels of State owned land, 0.94 +/- acre and 0.1 +/- acre, located on the southerly side of US Route 3/NH Route 11 in the Town of Tilton to the Town of Tilton for \$14,700 which includes a \$1,100 Administrative Fee. Effective upon G&C approval.

Authorize the Bureau of Planning and Community Assistance to enter into a contract with the Central NH Regional Planning Commission, Concord, NH, to undertake certain transportation related planning activities, in the amount of \$451,240. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **100% Federal Funds.**

Authorize the Bureau of Rail & Transit to enter into a memorandum of agreement with the NH Rail Transit Authority, to work collaboratively toward the selection of a public outreach and public relations consultant, in the amount of \$40,000. Effective upon G&C approval through December 31, 2014. **80% Federal, 20% State Capital Funding (General Fund Bonded Expenses).**

Authorize the Bureau of Rail & Transit to enter in an agreement with Community Action Programs Belknap-Merrimack Counties Inc., Concord, NH, for public transportation services in the Concord and Laconia areas, for an amount not to exceed \$1,384,588. Effective July 1, 2013 through June 30, 2015. **100% Federal Funds.**

Authorize the Bureau of Rail & Transit to amend a contract with Concord Coach Lines, Concord, NH (originally approved by G&C on 6-20-12, item #240), for intercity bus services from Berlin, North Conway, and Littleton to Boston, MA, by increasing the amount by \$232,904 from \$257,745 to \$490,649. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2014. **100% Federal Funds.**

2. DETAIL: MONADNOCK PROJECTS

Authorize to amend an agreement with the County of Cheshire, Keene, NH, (originally approved by G&C on 3-7-12, item #4, in the amount of \$500,000), to allow for finalization of administrative legal and occupancy contract requirements, by extending the completion date to June 30, 2014 from June 30, 2013. No Additional Funding. **100% Federal Funds.**

Authorize the Bureau of Planning and Community Assistance to enter into a contract with the Southwest Region Planning Commission, Keene, NH, to undertake certain transportation related planning activities, in the amount of \$627,904.99. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **100% Federal Funds.**

Authorize the Bureau of Rail & Transit to enter in an agreement with the Community Alliance of Human Services Inc., Claremont, NH, for public transportation services in the Claremont, Newport and Charlestown area, for an amount not to exceed \$498,228. Effective July 1, 2013 through June 30, 2015. **100% Federal Funds.**

Authorize the Bureau of Rail & Transit to enter in an agreement with VNA @ HCS Inc., Keene, NH, for public transportation services in the City of Keene, for an amount not to exceed \$531,138. Effective July 1, 2013 through June 30, 2015. **100% Federal Funds.**

3. DETAIL: STRAFFORD/BELKNAP PROJECTS

Authorize to enter into an agreement with the City of Dover, NH, to complete the Berry Brook / Cochecho River Watershed Management Plan Implementation Phase III project, in the amount of \$180,232. Effective upon G&C approval through December 31, 2015. **100% Federal Funds.**

Authorize to amend a **sole source** agreement with the Central NH Planning Commission, (originally approved by G&C on 11-9-11, item #84), to complete the Suncook River Fluvial Erosion Hazard Community Assistance project, by extending the completion date to June 30, 2014 from June 30, 2013, and by changing the scope of services to reflect revisions to various tasks. **100% Capital (General) Funds.**

Authorize to amend a **sole source** Cooperative Project Agreement with the US Geological Survey, St. Petersburg Coastal and Marine Science Center, St. Petersburg, FL, (originally approved by G&C on 7-11-12, item #60, in the amount of \$62,920), to complete an airborne topographic survey of the Suncook River in support of the Suncook River Fluvial Erosion Hazard project, by extending the completion date to June 30, 2015 from June 30, 2013. No Additional Funds. **100% Capital (General) Funds.**

Authorize to approve a Supplemental Loan Agreement with the Town of Durham, in the amount of \$445,000, which finalizes the loan amount used to finance the water system improvements project. Effective upon G&C approval. **50% ARRA, 50% Drinking Water State Revolving Loan Fund (DWSRF) Repayment Funds.**

Authorize an Allonge to Promissory Note and Amendment of Loan Agreement with Pennichuck East Utility Inc., Merrimack, NH, by reducing the original amount of \$525,000 by \$125,000, for a final amount of \$400,000, which finalizes the loan amount used to finance the water system improvements project at the Locke Lake water system in Barnstead, NH. Effective upon G&C approval. **79% Federal, 21% Capital (General) Funds.**

Authorize the Bureau of Construction to enter into a contract with S.U.R. Construction Inc., Rochester, NH, for drainage system improvements along the Spaulding Turnpike, Dover, Milton, and Rochester, on the basis of a low bid of \$454,762. Effective upon G&C approval through November 8, 2013. **100% Turnpike Funds.**

Authorize the Bureau of Planning and Community Assistance to amend a contract with the Strafford Regional Planning Commission, Rochester, NH, (originally approved by G&C on 5-25-11, item #141), to continue work relative to completing an update to its Transportation Model: complete validation of model assigned link output against traffic data and preparing final document and training for staff, by extending the completion date from June 30, 2013 to December 31, 2013. No Additional Funding.

Authorize the Bureau of Rail & Transit to enter into an agreement with Cooperative Alliance for Seacoast Transportation, Dover, NH, for coordinated transportation services for elderly persons and persons with disabilities, for an amount not to exceed \$207,884. Effective July 1, 2013 through June 30, 2015. **100% Federal Funds.**

4. DETAIL: OTHER PROJECTS & POLICIES

Authorize to enter into three contracts for the purpose of providing greater access to legal services for homeowners facing foreclosure with : NH Legal Assistance, Concord, NH, in the amount of \$1,068,479; Legal Advice Referral Center, Concord, NH, in the amount of \$788,387; and NH Bar Association Legal Services (Pro Bono Referral Program), Concord, NH, in the amount of \$516,259. Effective September 19, 2013 through September 18, 2015. **100% Agency Income (Mortgage Settlement Funds).**

Authorize to amend an award of grant funds to NH Housing Finance Authority (originally approved by G&C on 12-8-10, item #67), in the amount of \$2,000,000, for the purpose of lowering energy costs and reducing CO2 emissions, by extending the completion date from June 30, 2013 to December 31, 2013. **100% Greenhouse Gas Emissions Reduction Fund (GHGERF).**

Authorize the Division of Economic Development to accept and expend a sub-grant award in the amount of \$82,687 from the University of NH, to support the position of Director of Broadband and Technology Planning and Development. Effective July 1, 2013 through June 30, 2014. (2)Further authorize to enter into a **retroactive** agreement with the University of NH for the purpose of promoting the State of NH's Broadband Mapping and Planning Program from January 1, 2011 through December 31, 2014. **100% Agency Income (Federal ARRA) Funds.**

Authorize the Bureau of Construction to enter into a contract with L.A. Brochu Inc., Concord, NH, for establishing native and naturalized wildflower fields along roadways throughout the State utilizing funds through the Moose Plate Program, on the basis of a low bid of \$184,800. Effective upon G&C approval through October 31, 2014. **100% Agency Income (Conservation Plate Fund).**

Authorize the Bureau of Rail & Transit to enter into an agreement with HDR Engineering Inc., Boston, MA, to evaluate the potential development of an extension of commuter rail service operated by the Massachusetts Bay Transportation Authority, from Haverhill, MA to Plaistow, NH, for a fee not to exceed \$658,316. Effective upon G&C approval through March 31, 2015. **100% Federal Funds.**

5. DETAIL: APPOINTMENTS & NOMINATIONS:

(* = District 2 Resident)

Confirmed:

Commissioner of the Department of Revenue: John T. Beardmore, Hopkinton*

Commissioner of the Department of Information Technology: Peter C. Hastings, Derry

Commissioner of the Department of Insurance: Roger A. Seigny, Manchester

Deputy Commissioner of Banking: Ingrid E. White, Bow

Board of Auctioneers: Robert P. Secord, West Swanzey

Community College System of NH Board of Trustees: Allen R. Damren, Claremont

Community College System of NH Board of Trustees: Geraldine Ilukowicz, Grantham

Executive Branch Ethics Committee: Patricia B. Quigley, Concord*

Fire Standards and Training: Kerry Le Blanc, Bedford

Higher Education Commission: Paula Marie Buley, Nashua

Lakes Management Advisory Committee: Frederick C. Clews, Hampton

Speech-Language Therapy Governing Board: Luann Udell, Keene*

Board of Nursing: Tracey L. Collins, Rochester*

Board of Nursing: Nora C. Fortin, Stratham

Board of Nursing: Kathleen M. Kidder, Andover

Real Estate Appraisers Board: Patricia C. Sherman, Newbury*

Nominated by Governor Hassan, to be voted on at a future meeting:

Commissioner of the Department of Labor: James W. Craig, Manchester

Community College System Board of Trustees:

Claudette L. Mahar, Amherst

David C. Paquette, Hooksett

Angela M. Roussel-Roberge, Mont Vernon

Higher Education Commission: Roger Williams, Greenfield; Eli Rivera, Keene*

Judicial Council: Steven David Lubrano, Hanover

Board of Psychologists:

Steven C. Atkins, Hanover

Sarah Avery-Leaf, Durham*

Anna Elbroch, Exeter

David B. Goldstein, Auburn

Polly Hall, Durham*

Roger L. Peterson, Spofford*

Vincent N. Scalese, Thornton

Public Employee Labor Relations Board: Michele E. Kenney, Portsmouth

Board of Managers of the New Hampshire Veterans' Home: Richard L. Murphy, Merrimack

Volunteer New Hampshire Board of Directors: Scott McGilvray, Hooksett

###



Mulholland, Michelle

From: Colin Van Ostern <colinvo@vanostern.com>
Sent: Saturday, June 22, 2013 7:58 AM
To: * City Clerk
Subject: Exec Council Report - Hooksett I-93 welcome center details & more

AA

Friends,

On Wednesday, the Governor & Council OK'd the plan for new improved Welcome Centers on I-93 in Hooksett (see below for details); we confirmed the appointment of Labor Commissioner Jim Craig; and much more:

(1) Projects impacting Merrimack Co & Central NH: Gave the green light to replace & expand the Hooksett welcome centers with Common Man restaurants, double-sized liquor stores, coffee shops, convenience stores, 20 gas pumps, and information featuring NH attractions (all on each side of I-93!). New facilities will open from late next year to early 2015, and will employ 137 full time positions – plus construction jobs – and bring in a minimum of \$22MM in revenue (but a projected \$38 MM) to the state. Also, we passed family planning funding for Concord; support for the Central NH Regional Planning Commission; invasive plant control in Hopkinton; and homeless support, drug & alcohol services, and public health emergency preparedness programs.

(2) Projects impacting the Monadnock Region: Grudgingly agreed to extend the deadline for a broadband network based in Rindge, approved drug & alcohol services and public health emergency preparedness programs in both Sullivan & Cheshire Co's, and Ok'd exotic plant control in Winchested.

(3) Projects impacting Strafford & Belknap Co: Delayed a vote on drug & alcohol services and public health emergency preparedness programs with the Goodwin Health Center until the next Council meeting on 7/10, in order to help facilitate communication with local officials; OK'd family planning support at Goodwin, homeless programs with Community Partners, public youth day programming in Rochester & Dover, and support for Strafford Regional Planning Commission.

(4) Other projects & policies with statewide impact: We authorized more competitive coverage rates for Medicaid Managed Care, and heard from state officials about the damage it would do to our state budget, health care providers, and citizens' health if the Legislature doesn't accept federal funds to expand Medicaid in our state; also approved various family planning contracts covering roughly half the state and heard the state's plan to extend similar contract to the other half of the state, which is currently covered only by federal support.

Full details on all these items are included below, as well as all positions nominated & confirmed.

The next meeting is on July 10. If you have any questions, please don't hesitate to let me know (and if you prefer not to receive these updates, just drop me an email and let me know and I'll remove you from this list).

Sincerely,
 Colin Van Ostern
 Executive Councilor, District 2

(or follow the links below for documentation of each item)

The Council:

1. DETAIL: CENTRAL NH PROJECTS

Authorized the Bureau of Turnpikes, NH Liquor Commission, and NH Department of Resources and Economic Development to enter into a 35-year ground lease contract with Granite State Hospitality LLC d/b/a The Common Man Hooksett, Meredith, NH, in order to re-develop the northbound and southbound Rest Areas in the Town of Hooksett to full service welcome centers with concession sales, fuel sales, visitor centers, and two new state Liquor and Wine Outlet Stores for a minimum guaranteed rent of \$23,236,301 over the 25-year term with tiered rent payments based on the sale of gasoline and tiered percentage rent based on gross concession sales. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2048, with the option to renew for up to two 5-year options at the sole discretion of the State. (2) Further authorize to pay Granite State Hospitality LLC d/b/a The Common Man Hooksett and the Department of Administrative Services, Bureau of Public Works in the amount not to exceed \$8,400,000 for the construction of two new state liquor and wine outlet stores that will be co-joined with the new full service northbound and southbound welcome centers in the Town of Hooksett. Up to \$250,000 will be deducted from the construction fund to pay for inspection services to be performed by the Bureau of Public Works (Requested Action No. 3). **100% Liquor Funds.** (3) Further authorize to pay for inspection services payable to be conducted by the Department of Administrative Services, Bureau of Public Works, in an amount not to exceed \$250,000. The funds for inspection services will be deducted from the cost of construction payable to Granite State Hospitality LLC d/b/a The Common Man Hooksett (Requested Action No. 2). Any unused portion of the inspection services fees are to be dedicated to fund the construction of the new state liquor and wine outlet stores. **100% Liquor Funds.** (4) Further authorize DOT to pay for inspection services of the northbound and southbound welcome centers to be conducted by the Department of Administrative Services, Bureau of Public Works in an amount not to exceed \$100,000. **100% Turnpike Funds.**

Authorized the Bureau of Population Health and Community Services, Maternal and Child Health Section to enter into agreements with the vendors as detailed in letter dated May 20, 2013, to provide family planning services, for an amount not to exceed \$2,196,074. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **68.56% Federal, 31.44% General Funds.**

Authorized to enter into a **sole source** contract with Central NH Regional Planning Commission, Concord, NH, as part of the Targeted Block Grant Program for planning assistance and training to municipalities on local, municipal and regional planning issues, in the amount of \$10,714. Effective July 1, 2013 through June 30, 2014. **100% General Funds.**

Authorized the Division of Pesticide Control to enter into a grant agreement with Merrimack County Conservation District, for the Control of Invasive Plants on Hopkinton Town Land, in the amount of \$7,750. Effective upon G&C approval through December 31, 2013. **100% Other Funds – Integrated Pest Management Funds.**

Authorized to enter into an agreement with Community Services Council of NH Inc., Pembroke, NH, to provide services to homeless individuals, in an amount not to exceed \$118,027. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2014. **100% Federal Funds.**

Authorized the Bureau of Infectious Disease Control and Division of Community Based Care Services, Bureau of Drug and Alcohol Services to enter into an agreement with Granite United Way, Concord, NH, to improve

regional public health emergency preparedness and substance misuse prevention and related health promotion capacity, and implement school-based influenza clinics, in an amount not to exceed \$321,138. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **93.21% Federal, 6.79% General Funds.**

2. DETAIL: MONADNOCK PROJECTS

Authorized to amend a grant agreement with the Town of Rindge, NH (originally approved by G&C on 7-13-11, item #3, in the amount of \$100,000), to allow for finalization of the southwest area broadband network, by extending the completion date to June 30, 2014 from June 30, 2013. No Additional Funding. **100% Federal Funds.**

Authorized the Bureau of Infectious Disease Control and Division of Community Based Care Services, Bureau of Drug and Alcohol Services to enter into an agreement with the County of Sullivan, Newport, NH, to improve regional public health emergency preparedness and substance misuse prevention and related health promotion capacity, and implement school-based influenza clinics, in an amount not to exceed \$302,010. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **92.68% Federal, 7.32% General Funds.** And, authorized the Bureau of Infectious Disease Control and Division of Community Based Care Services, Bureau of Drug and Alcohol Services to enter into an agreement with the County of Cheshire, Keene, NH, to improve regional public health emergency preparedness and substance misuse prevention and related health promotion capacity, and implement school-based influenza clinics, in an amount not to exceed \$320,236. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **86.27% Federal, 5.61% General, 8.12% Other Funds.**

Authorize to enter into grant agreement with the Town of Winchester, in the amount of \$4,598. **100% Lake Restoration Funds.**

3. DETAIL: STRAFFORD/BELKNAP PROJECTS

Tabled the Bureau of Infectious Disease Control and Division of Community Based Care Services, Bureau of Drug and Alcohol Services to enter into an agreement with Goodwin Community Health, Somersworth, NH, to improve regional public health emergency preparedness and substance misuse prevention and related health promotion capacity, and implement school-based influenza clinics, in an amount not to exceed \$334,092. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **91.42% Federal, 4.39% General, 4.19% Other Funds.**

Authorized the Bureau of Population Health and Community Services, Maternal and Child Health Section to enter into agreements with the vendors as detailed in letter dated May 20, 2013, to provide family planning services, for an amount not to exceed \$2,196,074. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **68.56% Federal, 31.44% General Funds.**

Authorized to enter into an agreement with Community Partners of Strafford County to provide services to homeless individuals, in an amount not to exceed \$41,746. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2014. **100% Federal Funds.**

Authorized to award a **sole source** agreement to the Strafford Regional Planning Commission, Rochester, NH, to provide planning technical assistance to member coastal communities, in the amount of \$13,300. Effective July 1, 2013 through June 30, 2014. **100% Federal Funds.**

Authorized to grant funds to the Northern Strafford County Health and Safety Council, Rochester, NH, to offer extended day programming for youth and their families, in an amount not to exceed \$284,025. (2) Further authorize unencumbered payment with internal accounting control. Effective July 1, 2013 through June 30, 2014. **100% Federal Funds.**

Authorized to grant funds to the Dover Housing Authority, Dover, NH, to offer extended day programming for youth and their families, in an amount not to exceed \$118,075.11. (2) Further authorize unencumbered payment with internal accounting control. Effective July 1, 2013 through June 30, 2014. **100% Federal Funds.**

Authorized to exercise a renewal option to grant funds to the Rochester Housing Authority, Rochester, NH (originally approved by G&C on 6-17-09, item #263), to offer extended day programming for youth and their families, in an amount not to exceed \$102,062.55. (2) Further authorize unencumbered payment with internal accounting control. Effective July 1, 2013 through June 30, 2014. **100% Federal Funds.**

Authorized to enter into a **sole source** contract with Strafford Regional Planning Commission, Dover, NH, as part of the Targeted Block Grant Program for planning assistance and training to municipalities on local, municipal and regional planning issues, in the amount of \$11,438. Effective July 1, 2013 through June 30, 2014. **100% General Funds.**

4. DETAIL: OTHER PROJECTS & POLICIES

Authorized to amend existing individual agreements with Granite State Health Plan, d/b/a NH Healthy Families, Bedford, NH; Boston Medical Center HealthNet Plan, d/b/a Well Sense Health Plan, Boston, MA; and Granite Care – Meridian Health Plan of NH, Manchester, NH, to provide Medicaid Managed Care medical and long-term care services to Medicaid clients by adjusting rates to reflect the annual actuarially certified rate structure. Effective July 1, 2013 through June 30, 2014. No Additional Funding.

Authorized the Bureau of Population Health and Community Services, Maternal and Child Health Section to enter into agreements with the vendors as detailed in letter dated May 20, 2013, to provide family planning services, for an amount not to exceed \$2,196,074. Effective July 1, 2013 or upon G&C approval, whichever is later, through June 30, 2015. **68.56% Federal, 31.44% General Funds.**

5. DETAIL: APPOINTMENTS & NOMINATIONS:

(* = District 2 Resident)

Nominated:

Board of Acupuncture Licensing: William J. Halacy, Concord*

Deferred Compensation Commission: Kevin P. O'Brien, Concord*

Adult Parole Board: Leslie Mendenhall, Nashua

Board of Dental Examiners: Charles E. Albee, Pembroke, Stacy A. Plourde, Hooksett

Health and Education Facilities Authority: Jill A. Duncan, Meredith

NH Housing Finance Authority: Amy L. Lockwood, Deerfield

Board of Mental Health Practice: Dayl H. Hufford, Salem

Municipal Bond Bank: Mark F. Decoteau, Waterville Valley

Public Water Access Advisory Board: Gene H. Porter, Nashua

Board of Veterinary Medicine: David B. Stowe, Gilford

Confirmed:

Commissioner of the Department of Labor: James W. Craig, Manchester

Community College System Board of Trustees: Claudette L. Mahar, David C. Paquette & Angela M. Roussel-Roberge, Mont Vernon

Higher Education Commission: Roger Williams, Greenfield; Eli Rivera, Keene*

Judicial Council: Steven David Lubrano, Hanover

Board of Psychologists:

Steven C. Atkins, Hanover

Sarah Avery-Leaf, Durham*

Anna Elbroch, Exeter

David B. Goldstein, Auburn

Polly Hall, Durham*

Roger L. Peterson, Spofford*

Vincent N. Scalese, Thornton

Public Employee Labor Relations Board: Michele E. Kenney, Portsmouth

Board of Managers of the New Hampshire Veterans' Home: Richard L. Murphy, Merrimack

Volunteer New Hampshire Board of Directors: Scott McGilvray, Hooksett

###





7 INF4

12A

**MINUTES OF Concord Community TV
MEETING of Board of Directors, May 28, 2013**

Agenda Items:

1. **Call to Order:** Present Matt Newton (Chair), Tonya Rochette (Chair-Elect) Jessica Fogg, Julia Freeman-Woolpert, David Murdo, Kim Murdoch, Michael O'Meara, Larry Prince, Doris Ballard (Executive Director), Chris Gentry (Staff), Josh Hardy (Staff), Bernadette Meunier (Staff), Robert Morrill (Staff)
2. **Determination of Quorum:** 6:31 p.m. There being 8 voting members present it was determined that a quorum existed.
3. **Minutes from April 23, 2013** were reviewed. Motion to accept minutes by Tonya Rochette, seconded by David Murdo and approved unanimously.
4. **Public Comments:** No public comments. However, the staff took this opportunity to say they were present at tonight's meeting to show their support for Executive Director Doris Ballard.
5. **Treasurer's Report:** See written reports and balance sheets submitted. Motion to accept reports (including suggested labeling corrections from Kim Murdoch) by Larry Prince, seconded by Julia Freeman-Woolpert and approved unanimously.
6. **Reports of Committees:**
 - a. **Board Development, By-Laws & Nominating:** No written report. Matt Newton informed the board that Tim Restall and Sue Gunther have submitted their resignations from the board. Tim is relocating to CT for a new job and Sue has family commitments out-of-state that will keep her from meetings. Sue will continue her work with "The Nonprofit Connection" program on Channel 22. We wish them both all the best! Newton also suggested that we take a fresh look at the by-laws and consider any changes for the coming year, including his suggestion to replace the title "chair-elect" with "vice chair." The board will take a look at this, as well as the responsibilities of officer positions, at the annual meeting in June.

- b. **Capital Improvements:** No report.
 - c. **Finance:** No report.
 - d. **Outreach & Development:** See written reports submitted. Motion to accept by Matt Newton, seconded by Tonya Rochette and approved unanimously.
 - e. **Personnel:** No report.
7. **Staff Report:** See written staff report submitted. Focus was on the satellite studio at the new community center. Doris Ballard was seeking board approval to spend \$12,000 for equipment purchases and new set backdrop with news desk. Discussion was whether or not to buy the recommended moveable set and desk or to build our own. Chris Gentry provided blueprint details and specs for set piece. Motion to accept written staff report and approve \$10,941 for equipment purchases and to hold on approving funds for set piece as we explore other options. Motion made by Kim Murdoch, seconded by Julia Freeman-Woolpert and approved unanimously.
8. **Unfinished Business:** No unfinished business.
9. **New Business/Other Discussion:** No other discussion.
10. **Adjournment:** Motion to adjourn made by Kim Murdoch. Michael O'Meara seconded and the motion was approved unanimously. Meeting adjourned at 8:06 p.m.

A true record, Attest:

Matt Newton, Chair

MINUTES APPROVED:

On Motion by: _____

Seconded by: _____

Date: _____

City Finance Committee Minutes

June 3, 2013

City Council Chambers – 7:00 PM

Present: Mayor Bouley, Councilors Blanchard, Kretovic, Grady-Sexton, McClure, Werner, DelloIacono, Coen, St. Hilaire, Shurtleff, Bennett, Nyhan, White-Bouchard, and Keach.

Excused: Councilor Patten

The Mayor opened the meeting at 7:04 PM. He stated that this meeting was to review the FY 2014 budget for Administration, the Community Development Department, the Conservation Commission, the Airport, the Library, Parks & Recreation, the Golf Course, Human Services, Social Services and the Miscellaneous sections of the budget; with public hearings to follow. The Mayor also noted that immediately following the Finance Committee Meeting, the City Council would go into non-public session to discuss compensation adjustment, followed by a public meeting to discuss the Main Street Project.

On a motion made and seconded, the draft minutes from the May 20, 2013 Finance Committee Meeting were unanimously approved.

City Manager Aspell, Deputy City Manager-Finance Brian Lebrun, and City Treasurer Mike Jache announced the good news that Standard & Poor's Ratings Service had upgraded its long-term rating and underlying rating on the City's General Obligation bonds from "AA" to "AA+".

Manager Aspell went on to provide an overview of the FY 2014 proposed budget.

ADMINISTRATION: Manager Aspell indicated that the overall FY 2014 budget for all Administrative departments is up by \$102,189 or 1.9%, with a 0.1 FTE reduction in staffing.

City Manager's Office: The City Manager's budget appropriations in FY 2014 are down \$6,000 from FY 2013. Appropriations for the Community Development Block Grant Program, which is managed under the City Manager's Office, are down \$3,000.

The Community Development Revolving Loan Fund Program was also reviewed, as it is also administered by the City Manager's Office. The Program is responsible for the administration of the CDBG Program, the Revolving Loan Fund Program, and the Emergency Grants Program. Although administered by City staff and supported by the General Fund, the Revolving Loan Fund Program is self-supporting and separate from the General Fund. There are no changes in appropriations, budget to budget.

Legal Department: Overall, revenues are down \$18,000, primarily due to the courts not being as willing to award restitution due to the economy. Manager Aspell noted that for FY 2013, appropriations will come in under budget by \$18,000. For FY 2014, overall appropriations are proposed to increase by 7% or \$68,000 due to increased retirement and benefit costs, changing a part-time Legal Secretary position to full time, and additional lease funding for the Prosecutor's Office space.

Assessing: FY 2013 revenues are projected to come in 6% higher than budget. Payments in Lieu of Taxes (PILOTs) are projected to come in \$38,000 higher than budget. In FY 2014, PILOT payments are projected to increase by about \$71,000. Overall, revenues for FY 2014 are proposed to increase 38%; and appropriations are projected to decrease by 3% or \$20,000.

In response to Councilor Coen's request, Manager Aspell provided a brief explanation as to what a PILOT is.

Mayor Bouley asked Manager Aspell to elaborate on why he did not recommend funding the FY 2014 Program Change Request for the hiring of independent appraisal services for outstanding Superior Court and BTLA appeals. Manager Aspell indicated that if there becomes a need for the City to hire an independent appraiser, there is enough money in the proposed operating budget to cover those costs.

Human Resources: Revenues are projected to come in at budget for FY 2013. For FY 2014, this revenue is budgeted at the same level. Appropriations are up 1.9% from FY 2013 due to the proposed addition of \$10,000 to create an Employee Recognition Program; otherwise, the budget would be down 0.7%.

At the Mayor's request, Human Resources Director Jennifer Johnston provided an update on the City's Wellness Program.

Finance OMB: Appropriations are proposed to decrease by 0.2% in FY 2014, due to a partial vacancy.

Finance Accounting: Appropriations, budget to budget, are up 9.2% or \$47,000 due to the elimination of the Controller position and creation of Assistant Finance Director position; and the proposed increase of two Fiscal Technician II positions to Fiscal Technician III positions.

At the Mayor's request, Deputy Manager LeBrun provided an explanation of where things are at and what the next steps are for the ERP system.

Finance Treasury: FY 2013 revenues are projected to come in 2% or \$122,000 higher than FY 2013 budget. Motor vehicle registration revenues in FY 2013 are coming in \$306,000 over FY 2012; and, at this time, they are \$115,000 higher than budget for FY 2013. Manager Aspell pointed out the continuing decrease in delinquent tax interest (\$386,000) from 2012 to 2013. A further decrease is projected for FY 2014. Interest income remains dismally low. For FY 2014, revenues are projected to increase by about 1.1%. Appropriations are proposed to be up 3.8%.

Councilor McClure asked how many properties are reflected in the delinquent tax interest reduction. City Treasurer Mike Jache responded that the City issued 60 fewer liens this year. Last year, 1,142 liens were issued.

Mayor Bouley asked what the impact of staying open late on Thursday nights has been. Treasurer Jache indicated that it has been very positive with a record high of 26 customers on one particular Thursday.

Finance Audit: Appropriations, budget to budget, are proposed to decrease by \$6,000.

Finance Purchasing: For FY 2013, revenues are projected to come in 16% or \$5,000 over budget. Appropriations, budget to budget, are proposed to increase by 4% or \$10,000. The only real increase is in the Supplies line, as Purchasing is now carrying the cost of paper and service to the copy machines at City Hall (these costs used to be appropriated in each individual department).

Information Technology: Appropriations for FY 2013 are projected to come in under budget by 4% or \$26,000. Appropriations, budget to budget, are up 2%.

City Council: FY 2013 appropriations, budget to estimate, are projected to come in 5% under budget, as the Mayor spends very little of his expense funds. Appropriations, budget to budget, are flat.

City Clerk Records: Revenues, budget to budget, are flat. Appropriations, budget to budget, are up 4% or \$12,000.

City Clerk Elections: Revenues, budget to budget, are down. Manager Aspell reminded Council of their approval to appropriate \$10,000 from surplus for new voting booths in FY 2012 and FY 2013. Appropriations, budget to budget, are down 60% or \$48,000.

The Mayor opened a public hearing on Administration. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Administration budgets as proposed. The motion passed with a unanimous voice vote.

COMMUNITY DEVELOPMENT: Overall, departmental appropriations are down 0.1%. Expenses for FY 2013 are projected to come in under budget by 1.3% or \$32,000.

Community Development Administration: Appropriations, budget to budget, are up 2% or \$5,000.

Community Planning: Revenues, budget to estimate, are up 10% or \$3,000. Appropriations, budget to estimate, are down 3% or \$12,000. Appropriations, budget to budget, are proposed to increase 2%.

Building & Code Services: Most years, this Division covers its total costs with its revenues. This is not the case for the FY 2013 estimate or the FY 2014 budget. FY 2013 revenues are projected to be down by 11% or \$101,000. In FY 2014 revenues are projected to be slightly less than the FY 2013 estimate. FY 2013 expenses, budget to estimate, are projected to come in under budget by \$11,000. Appropriations in FY 2014 are proposed to increase by 1%.

There was a brief discussion about the inspection of rental properties within the City.

Engineering Services: Revenues, budget to budget, are projected to decrease 30%, as impact fee revenue has declined with the slowdown in the economy. Appropriations, budget to budget, are down 2.4%.

Community Development Project Inspection Fund: This fund was developed in 2007 to utilize City staff to perform construction inspection services versus using outside consultants. Revenues and expenses are dependent on construction activity – primarily driven by the economy. For FY 2013, revenues are projected to be \$15,000 under budget, and expenses to be \$42,000 under budget. For FY 2014, revenues are projected to remain flat. Appropriations, budget to budget, are down by \$57,000 (half of this amount is because we purchased a vehicle for staff, which is reflected in the Vehicle Maintenance line in FY 2013).

Conservation Commission: The City continues to see a steady increase in the number of acres of protected open space. Budget to budget, the amount requested is down 42% or \$4,000.

Forestry Program: The amount of forest land managed is anticipated to increase by 270 acres in FY 2014, for a total of 4,711 acres. This program is self-supporting, as revenue from the Forest Trust and the sales of tree cutting go back into the fund.

Community Development Conservation Property: This is a relatively new fund designed to account for costs associated with revenues, the payment of debt, and expenditures associated with the acquisition and management of conservation property. For FY 2014, revenues generated from leases are projected to remain flat. There is a \$23,300 use of fund balance that will be transferred to the General Fund to be used for debt service on conservation property purchases.

Airport: A copy of the Airport proforma was distributed. The FY 2013 estimated budget is projected to end with a \$21,070 positive operating balance. For FY 2014, expenditures are budgeted at \$411,342, and revenues at \$384,074. Several Capital projects are recommended in FY 2014 at a total cost of \$64,656. A little over \$100,000 is projected to be bonded to construct Phase One of the parallel taxiway to runway 12/30.

The 20-year old Fixed Base Operator (FBO) agreement expires at the end of FY 2014. The FY 2014 budget includes \$5,000 to retain the services of a consultant to assist in the issuance of an RFP for a new FBO. As part of the change in FBO structure, the Community Development Department will review possible changes in Airport management to more effectively and efficiently run the day to day operations.

The Airport proforma projects potential negative annual operating balances for the next six years. It is hoped that with a new FBO and resurgent economy, the Airport Fund balance will improve.

Councilor St. Hilaire asked what the City's long term plans are to renovate the main building at the Airport. Manager Aspell indicated that we have applied for grants for that purpose and we are ineligible for funding. This is one of many issues that the City Administration will address with the new FBO. Councilor Keach suggested that there might be an opportunity to partner with the NH Speedway or Lincoln Financial who use the Airport frequently.

The Mayor opened a public hearing on Community Development, including Planning, Building & Code Services, Engineering Services, the Project Inspection Fund, the Conservation Commission, the Forestry Program, Conservation Property, and the Airport. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Community Development budgets as proposed. The motion passed with a unanimous voice vote.

LEISURE SERVICES: Budget to budget, appropriations are up 3.6% or \$138,000.

Library: From FY 2012 to FY 2013, total circulation activity is up 2%, while the traffic count is down 4%. Revenues are flat, budget to budget. Book sale revenue remains at \$0, as the City Council previously approved a proposal to allow the funds generated from book sales to go to a special fund for approved Library expenses. Appropriations, budget to budget, are up 2.4% or \$38,000; largely driven by retirement costs.

Parks & Recreation: In FY 2013, direct revenues are estimated to support 75% of the total cost of the Department. Budget to budget, revenues are projected to decrease 1.5%. Appropriations, budget to budget, are proposed to increase 7.5% or \$54,000, as additional funds have been budgeted for expenses for new programs. The creation of a full-time Program Coordinator for the Heights Community Center is also proposed.

Heights Community Center: Due to the timing of the transfer of the Dame School property, we were not able to implement the Heights Community Center programs in FY 2013 as anticipated. Appropriations are lower than budgeted in FY 2013 for the same reason.

Parks & Recreation – Grounds: Cemetery Administration/General Expense revenues are flat. Appropriations, budget to budget, are up 7% or \$12,000. This is due primarily to two PCRs: one in the amount of \$5,000 for dead tree removal in the Old North Cemetery, and one in the amount of \$2,000 to replace the carpet at the Blossom Hill Cemetery Office.

Cemetery General Maintenance revenues are down 54% or \$73,000, as the Cemetery Trusts are contributing much less in funding due to low interest returns over the last several years. Appropriations, budget to estimate, are projected to come in 8% under budget. Appropriations, budget to budget, are up 4% or \$17,000, mostly due to an increase in the cost of horticultural supplies and increased retirement costs.

Cemetery Burial Marker revenue is up slightly in FY 2013; while budget to budget they remain flat. Appropriations, budget to estimate, are up.

Park Maintenance revenues, budget to estimate, are flat. Budget to budget, revenues are projected to increase 22% or \$6,000. Appropriations, budget to budget, are up 5% or \$34,000. Labor costs for the Adopt-A-Spot Program are now included, which is a \$13,000 increase.

At 8:30 PM, the Mayor opened a public hearing on the Leisure Services budget.

Allan Herschlag, resident and former Memorial Field employee, approached and began by giving kudos to the staff at Memorial Field for going above and beyond in maintaining the facility. He shared some concerns he has with the City's oversight of the facility. He suggested the City develop a Master Plan for Memorial Field. He also suggested the City build a tiered parking lot and consider charging for parking at notable Memorial Field events.

Mayor Bouley thanked Mr. Herschlag for his testimony. As there was no further testimony, the public hearing was closed at 8:40 PM.

A motion was made and seconded to tentatively approve the Leisure Services budgets as proposed. The motion passed with a unanimous voice vote.

HUMAN SERVICES

Human Services: Appointments, emergencies and walk-in requests for assistance remain flat. Appropriations, budget to estimate, are down 2% or \$8,000. The appropriation request for FY 2014 is up 5% or \$21,000, a small portion of which is for the office space lease for a full year. In addition, a part-time Administrative Specialist II position is reduced from 30 hours to 15 hours per week; and a permanent part-time Case Technician is increased to full-time.

Welfare Aid: Appropriations, budget to estimate, are projected to come in at budget. Budget to budget, the request is for a reduction of 2.5%. The City continues to meet all of its legal obligations.

Social Services: Funding is sustained at last year's level for Senior and Special Transit; for agencies providing shelter for the homeless and victims of rape and domestic violence; and for the Penacook Community Center. In FY 2013, funding for the First Congregational Church Cold Weather Shelter was made available by City Council through the use of its previous year's contingency fund. This funding is now included in the Social Services budget.

MISCELLANEOUS

Miscellaneous: The Miscellaneous section of the budget includes Street Lighting, Insurance and Loss Reserve, Comp Increase and Retiree Health, Citywide Dues and Memberships, Performance Improvement Program, Miscellaneous and Contingency, Cable TV, and Holiday Observances. Budget to estimate, Miscellaneous appropriations are down 10% or \$359,000 overall. Budget to budget, the request is down 3% or \$127,000.

Councilor Nyhan asked what the \$20,000 appropriated for Intown Concord is used for. Manager Aspell responded that Intown Concord uses those funds for downtown activities.

At 8:49 PM, the Mayor opened a public hearing on the Human Services, Welfare Aid, Social Services and Miscellaneous budgets.

TPAC Member Ursula Maldonado, City Engineer/TPAC Staff Representative Ed Roberge, and Jim Sudak of Concord Area Transit approached the Council. They indicated that the communication and cooperation between TPAC and CAT has improved tremendously. They have made concerted efforts to reach out to the CAT ridership and together they continue to review data to measure progress of goals. Jim Sudak expressed thanks to the City Council for their continued support and reported on some of CAT's successes. Councilor Nyhan commended their efforts.

Paul Lloyd of the Concord Veteran's Council approached and thanked the City Council for their continued support. Councilor Nyhan commented that the Veteran's Council asks for very little in the amount of funding and asked if they were sure they didn't need anything else. Mr. Lloyd indicated that they have been able to find better prices on flags and the amount requested would suffice.

Jerry Madden, Executive Director of the Friends Program, thanked the City Council for its continued support.

Lorrie Dale of the Salvation Army McKenna House thanked the City Council for its continued support.

Tonya Rochette of Intown Concord approached and thanked the City Council for its continued support.

As there was no further testimony, the Mayor closed the public hearing at 9:08 PM.

A motion was made and seconded to tentatively approve the Human Services, Welfare Aid, Social Services and Miscellaneous budgets as proposed. Rule 6A was invoked for the following Council members:

- Councilor Grady-Sexton for the vote regarding the Rape & Domestic Violence Crisis Center, which is now The Crisis Center of Central New Hampshire.
- Councilors Keach and Shurtleff for the vote regarding the Concord Veteran's Council.

Mayor Bouley noted that \$98,000 from the General Fund goes directly to agencies that provide shelter to the homeless.

The motion to tentatively approve the Human Services, Welfare Aid, Social Services and Miscellaneous budgets, as proposed, passed on a unanimous voice vote.

GOLF COURSE

Golf Course: FY 2013 revenues are projected to come in over budget by 2% or \$16,000. FY 2014 revenues are projected to increase 12% or \$102,000, mainly from permits and greens fees and Pro Shop sales. Appropriations, FY 2013 budget to estimate, are projected to come in under budget by 1% or \$9,000. FY 2014 appropriations are up 9% or \$75,000.

Manager Aspell distributed a copy of the Golf Course proforma and noted that we were projecting the FY 2013 year-end fund balance to be in the red by \$12,925; however, it is now projected to come in in the black by \$11,983. The FY 2013 Budget had a project net of -\$20,685; however, the FY 2013 estimate is now +\$4,223. FY 2014 is budgeted so as to achieve a \$5,590 net increase in reserves. Manager Aspell indicated that measures will need to continue to be taken to improve this Enterprise Fund to return its fiscal health.

Councilor Keach inquired as to why revenue from Pro Shop sales is projected to double in one year. Manager Aspell responded that this is due to the City taking over the Pro Shop back in January.

Councilor Kretovic commended staff for all the work resulting in positive changes to the Golf Course, as well as to the improved marketing efforts.

Mayor Bouley noted that the food concession contract expires in the fall and asked what the plan was for a new concessionaire. Manager Aspell responded that the City is looking at different options. Mayor Bouley expressed his concern that there seems to be a disconnect between the current concessionaire and the Golf Course and would like to see better collaboration between the two entities in the future.

At 9:23 PM, the Mayor opened a public hearing on the Golf Course budget.

Allan Herschlag, resident and former Memorial Field employee, expressed concerns with the quality of the grooming of the cross country ski trails at the golf course.

As there was no further testimony, the Mayor closed the public hearing.

A motion was made and seconded to tentatively approve the Golf Course budget as proposed. The motion passed with a unanimous voice vote.

On a unanimous voice vote, the meeting went into non-public session at 9:30 PM to discuss compensation adjustment.

On a unanimous voice vote, the meeting came out of non-public session at 9:45 PM.

On a unanimous voice vote, the minutes of the non-public session were sealed.

The meeting was adjourned at 9:47 PM.

Respectfully submitted,
Sue Stevens, Executive Assistant

City Finance Committee Minutes

June 8, 2013

City Council Chambers – 8:00 AM

TAA

Present: Mayor Bouley, Councilors Blanchard, Kretovic, McClure, Grady-Sexton, Werner, DelloIacono, Coen, St. Hilaire, Shurtleff, Bennett, and White-Bouchard.

Excused: Councilors Nyhan, Patten, and Keach

The Mayor opened the meeting at 8:07 AM. The Mayor stated that this meeting was to review the FY 2014 proposed Public Safety budgets, including Fire, Police and the Parking Fund; the General Services budgets; and the Arena, Solid Waste, Water and Wastewater budgets.

On a motion made and seconded, the draft minutes from the June 3, 2013 Finance Committee Meeting were unanimously approved.

The meeting was then turned over to City Manager Tom Aspell for review of the FY 2014 budget.

Public Safety: Manager Aspell indicated that, budget to budget, Public Safety appropriations are up 5% overall. He also noted that Public Safety represents 49% of the entire General Fund budget, minus debt service and capital outlay.

Fire Department: Manager Aspell indicated that revenues are projected to come in over budget by 11% or \$244,000. Revenues are projected to increase 6%, budget to budget, primarily due to greater revenue in dispatch service and ambulance service charges. Appropriations, budget to budget, are up 4% or \$479,000. The appropriations increase is due to increased retirement costs, increased compensation costs, and funds for additional supplies. Recommended funding changes include a reduction of \$90,468 to eliminate a vacant firefighter position and the addition of \$40,150 in overtime to cover vacancies as needed, resulting in a \$50,318 net reduction. Additions in the capital budget include \$535,000 to replace Engine 4; \$12,500 for opticom replacements; \$30,000 to replace thermal imaging cameras; and \$350,000 for the replacement of cardiac monitors. There is no change in services

Councilor St. Hilaire noted the elimination of three firefighter positions in three years and questioned whether overtime costs would increase. The City Manager responded that overtime costs would likely increase but noted that overtime would be less than the costs associated with a full time employee, namely health benefits. He discussed how this strategy of eliminating positions as people retire has worked well, keeping the budget in check without compromising the level of service.

Councilor Blanchard wanted to know if the new engine trucks were replacements and wondered if we were sacrificing safety by not putting Engine #1 back in service. Manager Aspell responded that the new trucks were replacements and assured her and the Council that safety was in no way sacrificed.

Councilor Bennett inquired as to the cost of the ambulance service. Manager Aspell responded he did not have exact numbers but would provide the information to him at the next meeting.

The Mayor noted that three out of the six Fire Department goals are training related. He asked if the Department would be able to sustain that amount of training. Manager Aspell stated that training and backfill costs were previously covered by federal stimulus grant funds. He noted that that level of training would not be sustained due to the cost, but the Department is looking to have more in-house training going forward.

The Mayor also asked, on behalf of a Concord resident, if the new tower truck would fit in the fire station and if it would be able to maneuver in the snow. Manager Aspell deferred to Assistant Deputy Chief Sean Toomey who stated that, although the fit was tight, the new vehicle would fit in the station and it could maneuver in the snow.

There was a brief discussion about technology at the Fire Dept. The Mayor inquired as to the benefits of investing a small amount in IT for increased efficiency with such things as better communication with the hospital and patient safety in the ambulance, or with timecards and other manually documented reports or forms. He questioned whether the technology at this time was sufficient. Manager Aspell replied that the Fire Department has made progress recently, although there are always ways to improve, and that the Fire Department works with the IT Department to keep abreast of new technology. Manager Aspell reiterated that public/patient safety is not an issue.

Councilor McClure wanted to know if building inspections were performed annually and mandated by law, because the fire safety inspection number had increased from the prior year. Manager Aspell affirmed that all schools and places of assembly are inspected annually and mandated by law. Other places are inspected due to permit regulations and the frequency may vary. There was a brief discussion about the inspection of apartment houses as well.

The Mayor opened a public hearing on the Fire Department budget. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Fire Department budget as proposed. The motion passed with a unanimous voice vote.

Police Department: Manager Aspell stated that, budget to budget, revenues are projected to increase 2%. As a result of a reorganization and restructuring of the Attorney General's Drug Task Force, the City has opted not to commit an officer to the task force in FY 2014. Therefore, there is no anticipated revenue in FY 2014. Appropriations in FY 2014 are up 6% or \$629,000. The increase is due to increased retirement costs, increased compensation, and funds for additional equipment. Staffing has been increased by 0.2 FTE, changing a part-time dispatch position to full-time. Recommended funding changes include a reduction of \$165,000 by managing existing vacancies. The budget includes the replacement of five police vehicles and \$60,000 for Phase 1 of 3 for improvements to the police firearms range. There is no change in services.

Councilor Blanchard asked if there has been an increase in gang activity. Chief Duval responded that most gang activity is primarily operated within the walls of the State prison and the City is working collaboratively with law enforcement entities within Merrimack County in an offensive strategy to ensure that gang activity does not permeate into the community. There is still graffiti and criminal activity within the community but not by organized gang members.

Councilor Blanchard asked how many resource officers there were in the schools. Chief Duval replied that both Concord High School and Merrimack Valley High School each have a resource officer. There is also a community resource officer located at the Police Department who is available upon request to any school, including the private schools. There is not a resource officer at Rundlett Middle School.

Councilor Werner asked if there were enough resources to meet the challenges of drug activity. Chief Duval replied that the Concord PD Drug Enforcement Unit has adequate resources to meet those challenges and works very closely with the State drug task force and other drug units within the State, i.e. Manchester and Nashua, as well as with Federal drug officers. The lines of communication are always open amongst these agencies in an effort to fight the drug issue.

Councilor St. Hilaire wanted to know if the County had a drug task force. Chief Duval replied that even though the City no longer participates in the AG's task force, Concord officers continue to work closely with all the other drug task forces including Merrimack County and the Sheriff's Office.

The Mayor inquired as to the number of vacancies and total number of officers. Chief Duval stated that there were currently 6 vacancies and 84 officers. The Mayor asked about the impact of not changing a second dispatch position from part-time to full-time. Chief Duval stated that with the increase of one dispatch position from part time to full time the dispatch center is almost at optimum efficiency. A second one would put the center where it should be. Currently, officers on temporary alternate duty fill in when needed so officers are not pulled off the street to cover dispatch. The Mayor asked why it took so long to hire qualified officers. Chief Duval explained that the hiring coincides with the Police Academy schedule and the Department's own training. He also stated the importance of hiring the right person to maintain the high standards the Department expects.

Councilor Grady-Sexton commented on how rare it is to hear of a complaint against the Police or Fire Departments and commended both Chief Duval and Chief Andrus and their staff.

As there were no other questions, Mayor Bouley thanked Chief Duval and his team and commended the Police Department on its outstanding job.

The Mayor opened a public hearing at 8:46 AM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Police Department budget as proposed. The motion passed with a unanimous voice vote.

Parking: Manager Aspell indicated that the FY 2014 budget maintains current service levels and includes funding for the replacement of one vehicle and repairs to the Firehouse Block Garage in the amount of \$35,000. Revenues overall are coming in 2.5% or \$43,000 below budget. Expenditures, overall, are coming in 4% or \$81,000 below budget. The fund was budgeted to lose \$251,000; instead it is projected to lose \$213,000; leaving a fund balance of \$73,000. Appropriations for Police Enforcement and Collections, budget to estimate, are coming in 6% or \$65,000 under budget. Budget to budget, appropriations are up 1% or \$13,000; \$30,000 is included in FY 2014 for the replacement of a vehicle. The City will be looking to reduce that cost to cancel out any increase in this budget. Revenues in Parking Operations, budget to estimate, are coming in

3% or \$28,000 below budget. Revenues, budget to budget, are projected to increase 11% or \$100,000 for FY 2014; this is due to the transfer from reserves in the amount of \$130,000 to help offset principal and interest costs. Appropriations are flat. Appropriations within the General Services portion of the Parking Fund, budget to estimate, are 5% or \$4,000 below budget; and budget to budget are flat. Revenues for the Firehouse Block Garage, budget to estimate, are flat; and budget to budget are up 9% or \$11,000. Appropriations, overall, budget to estimate, are flat. Appropriations, budget to budget, are up 22% or \$24,000. Revenues for the Durgin Block Garage, budget to estimate, are coming in 4% or \$12,000 below budget. Appropriations, budget to estimate, are flat. Appropriations, budget to budget, are up 86% or \$141,000. Manager Aspell asked the Council to recall the \$130,000 in revenue from trust that he mentioned earlier and explained that this is those same dollars now being expended. The rest of the expense is for outside services, namely \$10,000 for elevator repairs, and the rest for sweeping. Revenues, budget to estimate, are on target for the Capitol Commons Garage. Revenues, budget to budget, are projected to increase 75% or \$230,000 due to a transfer from the Sears Block TIF, which will now pick up the costs to help offset debt service as originally planned. Appropriations, budget to estimate, are on target, but budget to budget are down 3% or \$15,000; which can be seen in the declining cost of debt service as the City gets closer to paying off the garage.

Councilor Coen asked how the upcoming construction downtown would affect parking revenues, both on the street and in the parking garages, over the next 2 or 3 years. Manager Aspell agreed that on-street parking revenues would be affected, but is hoping more people will utilize the parking garages, thus increasing parking garage revenues. Many spaces are leased so there will be no effect on that portion of revenue. The Parking Committee will be looking at opening up additional parking spaces on the south end of Storrs Street, therefore parking revenues will be shifted and slightly impacted, as the cost to park on Main Street is higher than Storrs Street. In addition, there are costs associated with the recent improvements to the Durgin and Firehouse Block garages, while the costs for the Capital Commons garage will be decreasing due to the debt maturing. The Manager noted that parking will have to be closely monitored going forward and is the reason for his proposed reorganization within the Parking Division. Councilor Coen also inquired if the changes in revenue could be identified as being directly related to the construction so that those fluctuations would lessen as the construction is completed. Manager Aspell agreed and stated that further improvements to the Durgin Block garage would be postponed so as not to eliminate major sections of parking both on the street and in the parking garage.

Councilor Kretovic questioned the time zone and meter feeding violation service indicators, which appear to have increased significantly. She asked if the enforcement process has changed. Manager Aspell replied that the process has not changed and commented that given the economy and more on-street availability, people are making wiser parking choices and the numbers of violations have actually decreased. However, increased focus on these indicators is now a priority for City staff.

Councilor Blanchard asked how many public spaces were available during the day in the Capital Commons garage and on the street, as residents have mentioned there are not enough spaces in either location. Deputy City Manager Carlos Baia responded that there are currently approximately 120 public spaces in the garage, but that number will decrease to a little less than 100 when all leases go into effect. Manager Aspell stated that there was plenty of on-street parking and stated that the lot near Hermanos Restaurant was also a public parking lot.

Councilor DelloIacono asked whether the 33% utilization number discussed at the Downtown Complete Streets Project meetings included leased spaces. Deputy Manager Baia replied that the percentage was for public spaces; 33% of public spaces are occupied each day and 67% are available.

Councilor Werner commented that he had spoken with a number of downtown merchants and it appears that, based on those conversations, the employee parking policies vary greatly. He wondered if there was some way to create a more coherent, consistent policy for all merchants and businesses. Deputy Manager Baia stated that the public relations firm hired as part of the construction contract could address that issue. One of the City's goals with the reconstruction is to inform the public of the different parking options. Discussion followed on the different policies that businesses have and strategies used by businesses to park. Mayor Bouley stated that the discussion needed to include the upper floor businesses, as well as ground-level retail merchants.

Councilor Kretovic asked about a maintenance plan for the Durgin Garage elevator and watching out for activity that occurs in the elevator. Deputy Manager Baia stated that the Parking Division reorganization would address this.

Councilor McClure asked about the plans for improvements/renovations to the Durgin Garage. Deputy Manager Baia stated that there would be renovations/repairs to structural problems, the stairwells, or the deck membrane. Councilor McClure asked if parking location decisions, especially in the Durgin Garage, such as those at the Capital Commons Garage mentioned earlier, would be addressed in light of old leases being renegotiated to move spaces away from the more accessible entrances/exits. Deputy Manager Baia explained that his staff is working on these old leases to make these changes. Councilor McClure expressed her feeling that the Durgin Block garage should be a high priority for parking with the forthcoming reconstruction.

Councilor St. Hilaire discussed signage from Main Street to the parking garages and suggested it be looked at more closely especially during the reconstruction. He recommended providing new signage to better direct traffic to the availability of parking in the garages, particularly the Durgin Garage, which may promote additional shopping and provide easier access to parking rather than circling the block looking for street spaces. Manager Aspell stated that when the City met with the reconstruction design team that was the plan that was discussed.

Councilor Blanchard asked if the elevators in the parking garages were inspected regularly. Deputy Manager Baia responded that the State performs safety inspections annually.

Mayor Bouley stated that two out of the five goals are concerned with signage. He stated that he hopes the City will work closely with the Main Street reconstruction team to ensure that the goals are accomplished. He also suggested that the parking kiosks have much more capacity for technology than the City currently utilizes and wondered if that technology would be explored in order to provide citizens more options, i.e. phone apps that find open parking spaces. Deputy Manager Baia stated that the City is exploring this capacity but some options are not being used because the parking system is not set up to accommodate the technology. Deputy Manager Baia also stated that the parking reorganization would be addressing this issue.

The Mayor commended the City Manager for his work with the Parking Division and the reorganization, which he feels sets the right tone for the balance between enforcement and economic development. He wondered if it was time to take the next step and perhaps transfer the parking issues to those with expertise in parking to expand the scope of parking to beyond just the downtown area. The Manager replied in the affirmative and stated the City is beginning to realize it with the development at the south end of Main Street. Manager Aspell discussed the many changes occurring and the implications for parking.

As there were no other questions, the Mayor opened a public hearing at 9:17 PM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Parking budget as proposed. The motion passed with a unanimous voice vote.

General Services: Manager Aspell indicated that, budget to budget, the overall General Services budget is up 2% or \$162,000. Budget to estimate for FY 2013 is projected to come in under budget by \$30,000. Staffing is proposed to remain the same.

For General Services Administration, appropriations, budget to budget, are down 1%.

For the Highways and Utilities Division, service levels are maintained at existing levels. General expense appropriations, budget to budget, are flat. Highway maintenance revenues, budget to budget, are up 2% or \$17,000, due to an increase in operational transfers from the TIF Districts. Highway maintenance appropriations, budget to budget, are up 9% or \$111,000. Services and supplies are up \$26,000, of which \$15,000 is for additional road striping during the year and road maintenance materials; and \$9,000 is added for the new street tree program, which was instituted last year. Sidewalk maintenance appropriations, budget to budget, are flat. Snow and ice control revenues, budget to budget, are flat. Appropriations, budget to budget, are flat. The number of budgeted downtown snow removal events remains at 7, as we budget for a 'reasonable' winter. Sidewalk plowing will continue to be performed during non-overtime hours to contain costs. Only sidewalks in the downtown area will receive snow removal services during a storm event. A move to carbide blade cutting edges continues to save us \$10,000 annually by reducing the number of cutting edges that need to be replaced. Street cleaning appropriations, budget to budget, are up 35% bringing it more in line with previous years. Storm sewer maintenance appropriations, budget to budget, are flat. Overall, the Highways & Utilities budget is up 4%.

Budget to budget, the overall Public Properties budget is flat. The Municipal Complex revenues are budgeted at \$0, as auditorium rental revenues are now budgeted in the Parks and Recreation budget. Appropriations, budget to budget, are down 2% or \$15,000. Plaza maintenance appropriations, budget to budget, are up 5%. Commercial Street facility appropriations, budget to budget, are down 32% or \$9,000, as utilities are now in the Human Services and Legal Department budgets. Recreation facilities revenues are \$0, as FY 2012 revenues were a one-time transfer used to improve the bathrooms at Memorial Field. Appropriations, budget to budget, are down 2% or \$7,000. COMF facility revenues, budget to budget, are flat. Appropriations, budget to budget, are up 11% or \$37,000.

Vehicle maintenance revenue, budget to budget, is flat. Appropriations, budget to budget, are up 3% or \$44,000, primarily due to vehicle repair parts and additional funding for emergency repairs. The budget continues to provide for a shared Equipment Maintenance Mechanic from the Parks and Recreation Department for 12 weeks during the winter season.

Councilor Coen asked if it was too soon to see cost savings from the construction to North Main Street. Manager Aspell replied that savings are being seen because the City does not have to make emergency repairs to the roads in the spring.

Councilor Kretovic commented that the coordinated effort for the plan for Safe Routes to School is going well and she is very supportive of it.

Councilor Blanchard discussed the possibility of instituting a storm sewer fee rather than increasing the water or sewer rates. Manager Aspell noted that CIP #479, Storm Water Enterprise Mechanism, is scheduled for funding in 2016 and 2017. Funds from this fee could not be used for water or sewer needs.

As there were no further questions, the Mayor opened the public hearing at 9:33AM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the General Services budget as proposed. The motion passed with a unanimous voice vote.

Water Utility: The Water proforma and a comparison of other communities' water rates were distributed. Manager Aspell stated that revenues, budget to budget and budget to estimate are projected to be flat. Appropriations are projected to come in under budget by 1% or \$19,000. Budget to budget, there is an increase of 7% or \$97,000. The increases are a result of an increase of \$13,000 in overhead to the General Fund and an increase of \$53,000 to Community Development Administration and Engineering, as they will be managing CIP #84 & #85 – water main projects totaling \$800,000. Together, the costs for plant/facilities operations and plant/facilities maintenance are down 8% or \$114,000. Combined appropriations for operations, distribution, repairs to mains, repairs to service, repairs to hydrants, debt service, recollectible work, cross-connection control, water lab operations and capital outlay and transfer are projected to come in under FY 2013 budget by 7% or \$204,000. Budget to budget, appropriations are up 6% or \$181,000. The main item driving this increase is the \$205,000 in principal and interest costs for bonded projects – the largest of which is Phase I of the Loudon Road water main project. Manager Aspell noted that the water rate has been increased four times since 2001. At this time last year, we projected a \$315,510 planned loss in position; however, based on current estimates, the projected loss is \$129,055. Debt service costs have increased by \$205,000 due to continued reinvestment in the City's infrastructure – namely the plant and distribution system. Manager Aspell reviewed the CIP projects proposed for the Water Utility Fund. Manager Aspell noted that, at this time last year, we were looking at a 2.5% rate increase for FY 2014, which is the current recommendation. This rate increase, however, is projected to result in a \$477,000 loss to the fund. The ending working capital after this projected loss, would still be within the parameters established by City Council. Appropriations, overall, are programmed to increase 2.8% or \$164,000, and debt service is up \$205,000.

Councilor McClure mentioned the Urban Growth Boundary in which the City is trying to focus its infrastructure and she wanted to know if costs have been kept low due to concentrating development within that area. Manager Aspell affirmed and stated if that base continues to expand eventually will have to replace infrastructure but by focusing it all in an urban core, you actually will save money every year.

Councilor Blanchard wanted to know the last time the water rate was increased. Manager Aspell replied that the rate increased last year but before that, it was about 10 years since the last increase.

As there were no further questions, the Mayor opened a public hearing at 9:56AM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Water Utility budget as proposed. The motion passed with a unanimous voice vote.

Wastewater: The Wastewater proforma and a comparison of other communities' sewer rates were distributed. Manager Aspell noted that revenue, budget to budget, is projected to increase 1% or \$85,000. Appropriations for administration, metering, billing, engineering services and collections combined are up \$96,000. However, there is a \$37,000 increase in administrative overhead to the General Fund. The General Fund is reimbursed for services provided, which helps keep down the tax rate. Appropriations at the two treatment plants, budget to budget, are programmed to increase 2% or \$59,000. About half of this increase, or \$24,000, is for outside services like employee training; repairs to the elevator, roof & HVAC system; and our energy measurement & verification project. For FY 2013 we are projecting these accounts to be underspent by \$104,000. Budget to budget, pump station and vehicle costs combined, are up 6% or \$11,000. Most of this increase is due to fuel costs. Budget to estimate, these accounts are projected to come in under budget by \$15,000. Budget to budget, debt service, capital outlay and transfer appropriations, combined, are up \$271,000. This increase is due to debt service costs related to the capital improvements to sewer mains, headwall replacement and holding tank repairs. Manager Aspell noted that at this time last year, the City projected a \$25,443 planned loss in fund position. However, based on current estimates it appears that the projected net will be a \$43,257 gain. For FY 2014, there is a projected loss in the amount of \$378,558. Operations & maintenance costs are up 3%. Manager Aspell reviewed the Wastewater Utility CIP projects. Manager Aspell noted that, at this time last year, it was projected that a 4% rate increase would be needed for FY 2014. However, based on better than expected results in operations, the recommended rate increase is 2.5%.

At Councilor Coen's request, Manager Aspell provided an explanation of O & M (operations and maintenance) costs.

As there were no further questions, the Mayor opened a public hearing at 10:06AM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the proposed Wastewater Utility budget. The motion passed with a unanimous voice vote.

Solid Waste: The Solid Waste proforma and a comparison of other communities' solid waste rates were distributed. Manager Aspell indicated that collection and disposal revenue, the transfer from the General Fund to the Solid Waste Fund, is down slightly at \$1.219 million. Closed landfill operation appropriations are up 30% or \$24,000. This is caused by increases in costs related to groundwater and air monitoring required by the State and principal and interest payments for the Old Suncook Road landfill cover project. Recycling revenues are flat. Appropriations are up 3%, or \$34,000, increases can be seen in collection contracts costs (\$21K), household hazardous

collection costs (\$4K), and fringe benefits costs. PAYT/refuse revenues for FY 2013 are expected to come in 9% or \$131,000 below budget. Appropriations, budget to actual, are estimated to be 2% or \$27,000 under budget. Budget to budget, expenses are planned to increase 1% or \$14,000. There is still a budget gap between PAYT revenues and expenses of \$302,000. It is important for the City to continue to move towards a balance of revenues and expenditures in this program. Commercial and other revenue is coming in 7% or \$105,000 below budget due to less commercial disposal fee revenue and is projected to remain flat estimate to budget. Appropriations are coming in 5% or \$76,000 below budget due to less tipping fee costs due to the slow economy. They are projected to remain flat, estimate to budget. Capital outlay and transfer revenues are flat. FY 2015 will be the final year of a transfer from trust for the SVMS program. Moving forward, that transfer will come from the General Fund. Appropriations are reduced by \$20,000. Manager Aspell then reviewed the proforma. FY 2013 had a planned operating loss of \$122,385. However, due to the aforementioned estimated budget results, we now look to end the fiscal year with a \$263,395 loss. Revenues, budget to estimate, are down 5% or \$235,000. At the same time, appropriations, budget to estimate, are down 2% or \$94,000. One would expect the numbers to trend together as they are dependent upon usage. Solid waste tonnage in all categories remains flat, while recycling tonnage has dipped slightly. The real cost driver here is obviously the cost per ton at the waste-to-energy plant, which is expected to remain at \$66.80. This rate is kept stable using reserves by the Solid Waste Co-op, noting those reserves are the reserves of the member communities of the co-op.

Manager Aspell recommended that the Solid Waste Advisory Committee (SWAC) undertake a review of the PAYT system in terms of both the pay structure and the collection system. Our current contracts run through the 2014 calendar year. As such, we have issued an RFP for all services going forward and we are currently analyzing those proposals. Manager Aspell noted that on Wednesday, June 12, 2013, the proposals will be reviewed by the SWAC and, shortly thereafter, we will bring forward our plan to City Council. Looking at the comparison chart, you can see that most communities have a similar structure. The issue is that consumers are filling the bags to capacity thereby purchasing fewer of them, but the price per tonnage stays the same creating the discrepancy. Manager Aspell stated he thought there were opportunities to make changes to better serve the community and the fund.

Councilor Werner questioned bag availability at the Ft. Eddy Road Market Basket. Manager Aspell replied that the Market Basket policy prohibited them from selling the bags. Councilor Werner discussed changing the structure so that carrying inventory would somehow benefit the store. Shelf space is expensive and there is no incentive to carry the bags other than promoting goodwill. He would like SWAC to address this issue. Mayor Bouley added that there are costs, i.e. credit card fees, associated with carrying the bags so the store is potentially taking a loss when customers pay with a credit card.

Councilor Blanchard questioned why there was an anticipated increase in revenue for bag sales in FY 2013. Manager Aspell replied that in FY 2012, the revenue had increased and the City used that figure to budget forward. However, as the economy slumps so does trash disposal.

Councilor McClure questioned whether other communities with similar PAYT programs use the incentive programs discussed earlier. Manager Aspell replied he was not aware of other communities doing anything differently than the City does. He reiterated the importance of finding some way to have these businesses carry the bags without hurting their bottom line.

Councilor McClure followed up her question by asking if there was some way of comparing all the City's solid waste disposal costs with other communities, especially given the recycling costs. Manager Aspell discussed the difficulty with this because each community is unique in how they handle solid waste. Manager Aspell stated that he feels confident that given the information that has been received there will be systems/programs implemented to help the City reduce these costs. As there were no further questions, the Mayor opened a public hearing at 10:22AM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Solid Waste budget as proposed. The motion passed on a unanimous voice vote.

Arena: The Arena proforma was distributed. Manager Aspell indicated that revenues for FY 2013 are expected to come in on budget. Expenses are expected to come in over budget by less than 2% or \$10,000. Looking at the proforma, the FY 2013 budget had a planned net gain in working capital in the amount of \$26,595. The estimated net gain at this time is \$18,961. It is now projected that the year-end working capital will be \$184,005. For FY 2014, revenues are expected to decrease slightly by 2% or \$11,000, budget to budget; and appropriations are expected to increase 17% or \$93,000, mainly due to a cash transfer to the CIP. Within the appropriations – there are \$222,000 in planned capital improvements: \$173K to replace the roof membrane over the central portion of the curved roof and \$45K to repair/replace the hot water system. Looking at the projected ending working capital, the amount of \$106,707 is planned, which is above the City Council's specified goal.

The Mayor wanted to know if the non-ice rental revenues were for inside and outside the building. Manager Aspell replied that they were for inside and outside the building, i.e. the Kiwanis Fair. The Mayor stated that he would like to have a public discussion at some point regarding the use of the property because it is a very desirable location. He stated that he would like to see a fee structure that is equitable to all. Manager Aspell agreed stating that a new fee structure would have to be carefully considered.

Councilor Bouchard inquired as to the City's fee for the Capitol Street Farmer's Market, which is held on Saturday mornings. Manager Aspell did not know the exact fee but thought it was low due to it being held on the weekends and there is no parking enforcement. Councilor Blanchard wanted to know what the hot dog vendor on Main Street was charged for her space. Manager Aspell did not know, but stated that space would be part of the discussion.

As there were no further questions, the Mayor opened a public hearing at 10:31AM. As there was no testimony, the public hearing was closed and a motion was made and seconded to tentatively approve the Arena budget as proposed. The motion passed with a unanimous voice vote.

The City Manager reminded the Mayor that the compensation adjustment portion of the Miscellaneous budget needed approval. A motion was made and seconded to tentatively approve the Compensation Adjustment portion of the Miscellaneous budget as proposed. The motion passed with a unanimous voice vote.

The Mayor reminded everyone of the next regular City Council Meeting to be held on Monday, June 10th at 7:00PM. He noted that there would be a non-public session beginning at 6:15 PM. He also noted that the next Finance Committee meeting would be held on Monday, June 17th, at which time the Capital budget and Bonded Debt would be presented.

With no other discussion, a motion was made and seconded to adjourn. The motion was passed with a unanimous voice vote.

The meeting was adjourned at 10:35 AM.

Respectfully submitted,

Gretchen Wood
Administrative Assistant
Finance – OMB Division

7 Inf 6
17A

**Concord Public Library
Trustee Annual Meeting
June 12, 2013**

-DRAFT-

Before the meeting was called to order, Matt Walsh, Assistant for Special Projects with the City of Concord, spoke to the Board of Library Trustees and members of the Concord Public Library Foundation Board about the Penacook Tannery development project, the NH Employment Security building development project, and the Heights Community Center project.

Meeting was called to order 7:55 p.m.

Present: Jeremy Clemans, Inez McDermott, Elizabeth Mulholland, Mary Beth Robinson, Lisa Sands, and Library Director Patricia Immen

Minutes of the May 6, 2013 meeting were accepted.

Library Director's report:

- Mrs. Immen reported on a project to improve and update catalogue headings to ensure keeping the catalogue current
- The summer reading programs start Monday, June 17
- Thanks to the CPL Foundation, incentive prizes will be awarded to teens
- The City budget process concludes next week

Foundation Update: The Foundation was holding their annual meeting this same evening. Another Foundation appeal letter has been sent out.

Election of Officers: Slate was presented, and unanimously approved:

Mary Beth Robinson, Chair
Marian Akey, Vice Chair
Elizabeth Mulholland, Secretary

New Business:

- Mrs. Immen distributed a document that details the different ebook publishers and various pricing configurations for our information
- The board discussed a Citizen's Request for Reconsideration of a DVD. After a presentation based on careful research on the part of Mrs. Immen, trustees voted unanimously not to withdraw the item. A response letter was approved
- The open slot on the board was discussed

Next year's meetings: The first Monday of the month will continue to be our meeting night, with the exception of the September meeting which will be held on Monday, September 9, 2013. Topics for Trustee "education" sessions were discussed.

Motion to adjourn was approved at 8:53 p.m.

Respectfully submitted,
Inez McDermott, Secretary



Engineering Services Division

12A

Traffic Operations Committee

Meeting Minutes – June 18, 2013

Attendees: Rob Mack, PE, PTOE, Engineering Services
Ed Roberge, PE, Engineering Services
Greg Taylor, Concord Police Department
Rick Wollert, Concord Fire Department

A. Regular Discussion Items

- 1) Overview of city-wide accident data, including prior-month accident summary and discussion of select accident locations, circumstances and potential action.

DISCUSSION / ACTIONS: Traffic accident data for May 2013 was reviewed. There were 93 reportable accidents in May 2013. This compares with 84 and 82 reportable accidents in May 2012 and 2011, respectively. 18 accidents resulted in total of 29 people injured. There was one reported fatality which appeared to medically related, involving a driver off the road and slumped over.

There was one accident involving a pedestrian: a pedestrian aged 24 years crossing N. Main Street in the crosswalk at Court Street and being struck by a driver aged 78 years travelling southbound on N. Main Street (minor injury, driver at fault, possible impaired vision/sun glare).

There were no accidents involving bicyclists.

- 2) City Council meeting update.

DISCUSSION / ACTIONS: At its June 10, 2013 meeting, City Council set a July 8 public hearing on the Heather Lane STOP sign changes and approved the area parking restrictions around the Abbot-Downing School area.

- 3) Transportation Policy Advisory Committee (TPAC) update.

DISCUSSION / ACTIONS: TPAC did not meet last month.

B. On-going Discussion and Action Items.

- 1) Referral from City Council regarding a driver concern on traffic conflicts between Centre Street vehicles and traffic turning left at the driveways to the Prescription Center and TD Banknorth. (Council: 05/13/13).

DISCUSSION / ACTIONS: Following up on TOC's discussion of this request last month, staff introduced this concern to the Main Street Complete Street design team which is considering traffic control modifications to the Main/Centre/Loudon intersection. Ed Roberge noted that he will be meeting with the

Prescription Center and TD Banknorth regarding the Main Street project and would discuss the Centre Street driveway access concerns with them, including feasibility of potential driveway access changes. Ed will report back to TOC.

- 2) **Referral from City Council regarding resident concerns on safety at the S. State/Thorndike intersection and a request to consider further parking restriction, installation of multi-way STOP and/or conversion of Thorndike to one-way operation (Council: 05/13/13).**

DISCUSSION / ACTIONS: At issue is a concern for intersection safety and a request to consider traffic control changes pursuant to several motor-vehicle crashes that occurred there with injuries early this spring. Requested is consideration of: installation of multi-way STOP to also stop all cars on S. State Street; prohibition of parking near the intersection to improve sight lines to traffic crossing from Thorndike Street; consideration of making Thorndike Street one-way to reduce traffic turning at the intersection; relocation of utility poles on Thorndike Street near the intersection; and consideration of constructing a speed table at the intersection to slow traffic.

Through the month of May, four crashes had been reported at the intersection in 2013. This is atypical of recent crash history as there had only been one reported crash at the intersection for each of the previous three years since 2010. Such variability in crash numbers from year to year is not uncommon at intersections city-wide. All seven crashes since January 2010 involved Thorndike Street vehicles colliding with S. State Street vehicles; Thorndike Street vehicles either did not stop at the STOP sign or stopped first but did not yield to traffic approaching from S. State Street. The predominant crash pattern (five of the seven crashes) involved westbound Thorndike Street vehicle movements coming from S. Main Street. Four of the seven crashes at the intersection involved injuries, all of which were attributed to westbound Thorndike vehicles. Considering the last three and a half years, the seven reported crashes reflect a rate of about two crashes per year, which in comparison to similar intersections city-wide, is not indicative of a high-crash history. However, the four crashes that occurred this spring are notable and justify additional investigation.

Engineering services conducted an engineering evaluation of the intersection including traffic operation review, traffic and speed counts, and review of crash history and potential causative factors. The intersection is currently controlled by STOP signs on the two Thorndike Street approaches, with S. State Street having the right-of-way. S. State Street is classified as a minor collector street, and similar side-street traffic control occurs along its length except at traffic signal intersections. Traffic counts conducted for a two-day period in May indicate average vehicle speeds along this section of S. State Street to be 22-23 mph and 85th percentile speeds to be 25-28 mph. With a posted speed limit of 30 mph, these measured traffic speeds appear quite reasonable. Over 5,000 vehicles per day approach the intersection on S. State Street, while daily traffic approaching on Thorndike Street is about 1,300 vehicles from the east (from S. Main Street) and about 450 vehicles from the residential area to the west. In the vicinity of the intersection, there is no parking along the east side of S. State Street resulting in unobstructed sight lines for Thorndike Street vehicles turning from the east. On-street parking is allowed along the west side of S. State Street except within about 30 feet of the intersection, a condition typical at many downtown-area intersections.

Rob Mack examined the intersection with particular regard to crash history related to westbound Thorndike Street vehicles. Intersection traffic control devices were appropriately located, sight lines for westbound vehicles were adequate, and there were ample gaps in peak period traffic on S. State Street for turning movements to/from Thorndike Street. The visual identity of the intersection for westbound drivers approaching from several hundred feet in advance, however, appeared to be potentially affected by the 'canyon effect' of building faces looking westbound along Thorndike Street as well as a slight dip in Thorndike Street pavement alignment as it crosses S. State Street. A westbound driver, particularly if

distracted (talking, cell phone use, etc), might not fully react to the intersection STOP condition until it was too late. This was reportedly the case in at least one of this year's crashes when the Thorndike Street driver admitted to being distracted during a conversation and did not react to the STOP condition. As an initial measure to enhance advance visibility of the intersection for westbound traffic approaching from Main Street, General Services recently replaced the existing STOP sign with a new highly-reflective panel and trimmed nearby vegetation further back. Stop lines and crosswalks, faded from the winter months, were also recently repainted. Staff will continue to monitor traffic operation at the intersection to ascertain the effectiveness of this enhancement. Consideration of additional advance signage or pavement markings is a future option if deemed appropriate.

While the traffic control measures suggested in the residents' referral are well intended, TOC concurs with staff findings that such measures are either inappropriate at this location or potentially ineffective in mitigating the predominant crash pattern at the intersection. Regarding the potential for multi-way STOP, traffic volumes at the intersection are insufficient to meet the Federal thresholds for such traffic control. Furthermore, the intent of the City's STOP sign policy is to minimize the use of STOP signs along collector and arterial streets. Regarding the potential use of an intersection speed table, the City's Traffic Management Policy does not support use of vertical deflection for traffic calming along the collector/arterial street network. It is further noted that measured traffic speeds along S. State Street are substantially lower than the posted 30 mph speed limit and do not constitute an overall speeding concern. Existing parking along the west side of S. State Street is appropriately set back about 30 feet from the intersection per city Ordinance and typical of many intersections in the downtown area. Further setback of these parking areas, while a convenience for Thorndike Street eastbound traffic, would not significantly affect the westbound crash potential. The option of converting Thorndike Street to one-way eastbound (from S. State Street to Main Street) would certainly act to reduce crashes by removing the westbound traffic approach from the intersection. This would, however, substantially complicate access to St. John the Evangelist Church by requiring all traffic to approach the church from S. State Street and depart via Main Street. In addition, this one-way eastbound conversion would only serve to relocate the Thorndike Street westbound traffic movement to another nearby intersection such as Concord or Thompson Street. Converting Thorndike Street to one-way westbound does not alone mitigate the predominant crash concern, although TOC has considered the merits of such a conversion in the past, coupled with alternating one-ways on parallel streets to the north. Lastly, potential relocation of the utility pole on the southeast corner (church corner) of the intersection, although functionally desirable, would be complicated by lack of place to put the pole without blocking the sidewalk or the need to get an easement. In any event, the subject utility pole does not appear to have any relation to the crash history noted at this intersection.

Staff contacted St. John the Evangelist Church to discuss the planned relocation of the parochial school to the former Rumford School site. Discussion items included potential modifications to the school zones currently signed at each school, potential student walking routes along Thorndike Street, bus drop-off areas, and planned improvements at the church site. The school relocation appears to be at least a year away. As that time nears, staff will work with the school to update school zone and school crossing areas as appropriate.

TOC concurred that the recent signing and marking enhancements on the westbound Thorndike Street approach were an appropriate and reasonable first step in response to recent intersection crash history. Staff will continue to monitor traffic operation at the intersection to ascertain the effectiveness of the measures. If additional intersection identity is needed on the westbound Thorndike approach, consideration of adding an advance sign or painted legend indicating the STOP AHEAD condition could be an appropriate next step. TOC will present its findings to the Parking Committee, including the residents' request to further restrict parking along the west side of S. State Street.

- 3) **Request from an employee at 125 N. State Street to prohibit parking on the north side of Franklin Street between the roundabout and the driveway to #125 to improve sight lines. (Engineering: 05/28/13).**

DISCUSSION / ACTIONS: At issue is a concern that on-street parking on the north side of Franklin Street between the roundabout and the driveway to #125 limits sight lines between driveway traffic and traffic approaching from the east on Franklin street (from the roundabout). Rob Mack and Dave Florence visited the site but did not observe any parked vehicles along the north side of Franklin Street. 2010 aerial photographs of the roundabout area indicate a variable-width white edge line along the north side of Franklin Street from the roundabout exit to approximately the driveway at #125; adequate space would not be available within the lined area to appropriately park a car. To the west of the driveway, the edge line appeared to have appropriate width for on-street parking. At the present time, this edge line is fully worn off to the east of the driveway, giving the impression that space is available to park a vehicle or two (anticipated to be an occasional occurrence). Rob Mack will notify General Services of the condition and ask if the former white edge line can be repainted in this area. TOC concurred that this former edge line, installed as part of the roundabout construction, would act to preclude any on-street parking in this area. Staff will continue to monitor the situation.

C. New Discussion and Action Items

- 1) **Discussion of Weeble locations.**

DISCUSSION / ACTIONS: Rob Mack introduced the topic and noted that recent school consolidations and upcoming changes to Main Street have or will result in changes to a number of regular weeble locations. A TOC overview of city-wide weeble locations is appropriate. Discussion was deferred to the next meeting.

D. Open Discussion Items

- 1) **Staff response to miscellaneous inquiries (refer to correspondence in agenda packet).**

DISCUSSION / ACTIONS: None.

Respectfully submitted,



Robert J. Mack, PE, PTOE, Traffic Engineer
Chair, Traffic Operations Committee

***The next Traffic Operations Committee meeting will be held on
Tuesday, July 16, 2013 @ 12:00 PM in the 2ND Floor Conference Room.***

JUN 18 2013

Addressed to:

Mayor Tim Bouley, Ward Councilors & at-large Councilors

I am writing in regard to the petition to establish a "buffer zone" around the Feminist Center on South 1st St. As a "prayer" person who has been there I request that the "buffer zone" not be established. Our prayer time usually Wednesdays & Fridays are peaceful. Once a staff member of the center spoke to me & told me they are "concerned for their clients" I respectfully responded that we too are concerned for their clients, both the women who are going to the abortion and for the babies they are about to kill. We are concerned for the men too as we know they will forever carry this memory & sadness. While on the public sidewalk I have had men & women tell me they are glad we are there & only wish we had been there when they decided to abort their child. We do not judge. I have tried to offer "pregnancy crisis center" information - help that is free, confidential & comprehensive. The escorts block the women from hearing this. The sign outside the center says the words "Love, Civility, Respect". I wonder if any of this is for the babies. We never block the parking meters. Regarding call the Concord Police. We know the staff at the center has threatened to call/called the police frequently not for confrontation but because the "prayers" refuse to give up the legal rights we are engaging in. The police came & find we are doing nothing wrong. It is taxpayer money spent for nothing. Please vote "no" regarding this "buffer zone".

Respectfully Submitted;

Kathleen A. Hedtorn (223-2349) (phone)

Mulholland, Michelle

From: Samantha Zahay <rabboniutvideam@gmail.com>
Sent: Tuesday, June 25, 2013 8:17 PM
To: * City Clerk; markcoen@tds.net; mdelloi@yahoo.com; dansthilaire@comcast.net; steveshurtleff@aol.com; lizblanchard@verizon.net; jennyk721@gmail.com; janward3@comcast.net; amandakgrady@gmail.com; rwerner@totalnetnh.net; * City Clerk; ke9@comcast.net; dickdebatten@verizon.net; cccwhite@aol.com; fkeach@dmflowers.com
Subject: Buffer Zone Petition

Dear Mayor Bouley and Honorable Council Members,

It has recently come to my attention that an abortion buffer zone petition is on the agenda, and, as a citizen of the state of New Hampshire, I am writing to ask for your help in rejecting this petition.

Every Friday during the school year, several of my friends and I would wake up early in the morning and drive to Concord to pray in front of the Feminist Health Center. We neither hurt or harassed anyone, and we did not block any kind of traffic, pedestrian or vehicular. We were, in short, causing no harm but merely exercising the freedoms which our Founding Fathers desired us to have. Moreover, we often encountered other people who were also gathering to pray, but never did we see anyone intimidate, argue with, or otherwise harass any of the clients of the aforementioned Feminist Center.

Regardless of your views on abortion, this petition, in proposing to keep peaceful citizens thirty-five feet away from the clinic, proposes a violation of First Amendment rights, and, in the spirit of freedom for which New Hampshire prides itself it should not be passed.

I appreciate your consideration of this matter.

Sincerely,

Samantha Zahaykevitz

Mulholland, Michelle

From: Ava Voissem <ava.voissem@sbcglobal.net>
Sent: Wednesday, June 26, 2013 9:49 AM
To: * City Clerk
Subject: Concern for Concord City Council

Hello,

It has come to my attention that you will be addressing (at your July 8th meeting) a petition for a "buffer zone" around the Concord Feminist Health Center. I encourage you to refuse the petition. It is unnecessary, as well as a serious infringement on citizens' first amendment rights. I would like to see reports from the Concord police having to address unruly or unkind people who stand outside that facility; as far as I know, there are none. Please consider my concern.

Sincerely,
Ava Voissem





Bonenfant, Janice

From: Ava Voissem <ava.voissem@sbcglobal.net>
Sent: Friday, June 28, 2013 1:57 PM
To: * City Clerk
Subject: Petition for the council to address at their July 8th meeting
Attachments: citizens-against-concord-buffer-zone_2013_06_28.pdf

Hello,

Attached is a petition for the city council to address at their July 8th meeting. Please mark it on their agenda.

Thanks,

Ava V.

"God commands us to pray but forbids us to worry!" - St. John Vianney



ipetitions
YOUR VOICE COUNTS

This petition has collected

56 signatures

using the online tools at iPetitions.com

Printed on 06-28-2013

Against Concord "Buffer Zone"

Sponsored by: A concerned prolife American who loves NH. Please sign and promote this petition as much as you can and as soon as you can. For it to be on the agenda for the next meeting, signatures need to be compiled before the weekend of 6/29 - 6/30/2013. After that date, signatures will still be compiled for a final petition to be presented at the Concord City Council meeting on July 8th at 7 pm. Also, please come early to the Concord City Council meeting to add your hand written signature to the sheet. Thank you, and God help us!

About the petition

To whom it may concern:

We, the undersigned citizens of Concord and other concerned citizens, petition the Concord City Council to deny any request for a "buffer zone" around the Concord Feminist Health Center. It is unnecessary, and an infringement upon our first amendment rights.

Signatures

1. Name: Aaron Perkins on Jun 27, 2013
Home Address: 76 Main Street Charlestown, NH 03603

2. Name: Andrew Ouellette on Jun 27, 2013
Home Address: 15 Seaman's point Nottingham NH 03390

3. Name: Karl Jackson on Jun 27, 2013
Home Address: 33 Manor Road
Penacook, NH 03303

4. Name: Octavian Mosesian on Jun 27, 2013
Home Address: 5 Clifford Ave. Apt. 4 Manchester NH 03103

5. Name: Ronald Miranda on Jun 27, 2013
Home Address: 236 N. Oakwood ave West Chicago

6. Name: Jennifer Rosato on Jun 27, 2013
Home Address: 685 Route 103 W
Warner NH 03278

7. Name: Jennifer Robidoux on Jun 27, 2013
Home Address: 18 Washington Rd.
Windham, NH 03087

8. Name: Beth Scaer on Jun 27, 2013
Home Address: 111 East Hobart Street
Nashua NH 03060

9. Name: Seana Signor on Jun 27, 2013
Home Address: 7 Weymouth Dr.

10. Name: Jason Smith on Jun 27, 2013
Home Address: Goffstown, New Hampshire

11. Name: Katherine Cahill on Jun 27, 2013
Home Address: 427 terra drive
newark, DE 18702

12. Name: Mark Discher on Jun 27, 2013
Home Address: Concord, NH 03302

13. Name: Chris Dion on Jun 27, 2013
Home Address: Manchester, NH

14. Name: Amy Discher on Jun 27, 2013
Home Address: 423 Alton Woods Drive
Concord, NH 03278

15. Name: Melissa Silk on Jun 27, 2013
Home Address: 20 Auclair Avenue
Manchester, NH 03102

16. Name: Kelly Richardson on Jun 27, 2013
Home Address: 7 Valley Street
Derry, NH 03038
-
17. Name: Anna Keena on Jun 27, 2013
Home Address: 12Atlantic Rd
Windham nh 03087
-
18. Name: John Keena on Jun 27, 2013
Home Address: 12Atlantic Rd
Windham nh 03087
-
19. Name: Lisa Vasilak on Jun 27, 2013
Home Address: 20 Fatima Way
Richmond, NH 03470
-
20. Name: Wanda Szemplinski on Jun 27, 2013
Home Address: 12Atlantic Rd
Windham nh 03087
-
21. Name: Ellen Jackson on Jun 27, 2013
Home Address: 33 Manor Rd.
Penacook NH 03303
-
22. Name: Sarah Jane Von Haack on Jun 27, 2013
Home Address: South State Street, Concord, NH
-
23. Name: Rachael Rhodes on Jun 27, 2013
Home Address: 511 Kearsarge Mountain Road, Warner NH 03278
-
24. Name: Carolyn Rich on Jun 27, 2013
Home Address: 51 b Rumford st. concord, nh 03301
-
25. Name: Meghan Von Hassel on Jun 27, 2013
Home Address: 511 Kearsarge Mountain Rd.
Warner, NH
-
26. Name: Mary M Miller on Jun 27, 2013
Home Address: 20923 Ivymount Terrace
Ashburn, VA. 20147
-
27. Name: Alison Regan on Jun 27, 2013
Home Address: 2189 Valleywood Ct
Florence, KY
-
28. Name: Michael Fitzpatrick on Jun 27, 2013
Home Address: Hooksett tpke
-
29. Name: Maria Jacobs on Jun 27, 2013
Home Address: 19434 County Road 2
Silver Lake, MN 55381
-
30. Name: Jeanne Campbell on Jun 27, 2013
Home Address: 274 New Road
Weare, NH 03281
-
31. Name: Jennifer Purington on Jun 27, 2013
Home Address: 650 Bell St Manchester, NH 03103

-
32. Name: Rev.Deacon Joe Pasquella on Jun 27, 2013
Home Address: 26 Eggert Road
Buffalo, NY 14215
-
33. Name: Stephen Poirier on Jun 27, 2013
Home Address: 2 Old Manchester Road
Derry, NH 03038
-
34. Name: Margaret Gonzalez on Jun 27, 2013
Home Address: 38220 Royalton Rd
Grafton, OH 44044
-
35. Name: Julie Thibodeau on Jun 27, 2013
Home Address: 240 Forest Lake Road, Winchester, NH
-
36. Name: Eric Daniel Scalp on Jun 27, 2013
Home Address: 511 Kearsarge Mountain Rd. Warner, NH 03278
-
37. Name: Tammy Saxton on Jun 27, 2013
Home Address: 27 Noyes St.
Concord, NH 03301
-
38. Name: Paul Manseau on Jun 27, 2013
Home Address: 26 no. road unit 22
-
39. Name: Christine Kingsley on Jun 27, 2013
Home Address: 7 York Village way
Gilford, NH 03249
-
40. Name: Anonymous on Jun 27, 2013
Home Address: 288 Dearborn Road
Auburn, NH 03032
-
41. Name: Barbara Donovan on Jun 28, 2013
Home Address: 261 Middle Road
Deerfield, NH 03037
-
42. Name: Paul Donovan on Jun 28, 2013
Home Address: 261 Middle Road
Deerfield, NH 03037
-
43. Name: Jeanna Cooper on Jun 28, 2013
Home Address: 105 Pahray Lane Manchester Nh 03109
-
44. Name: Connie Gravel on Jun 28, 2013
Home Address: 10 Clifford Farm Rd Dunbarton NH 03046
-
45. Name: Charles Venus on Jun 28, 2013
Home Address: 179 Mountain Rd 5
Concord, NH 03301
-
46. Name: James Preisendorfer on Jun 28, 2013
Home Address: 9 Hillcrest Ave
Concord, NH 03301
-
47. Name: Cecile Wester on Jun 28, 2013

Home Address: 10 Morton St.

-
48. Name: Michael Silver on Jun 28, 2013
Home Address: 236 Widning Pond Rd.
Londonderry, NH 03053
-
49. Name: Edward A. Mccann on Jun 28, 2013
Home Address: 56 Brookside Drive
Merrimack, NH 03054
-
50. Name: Cesar D. Ruiz on Jun 28, 2013
Home Address: 10 Dove Road
Hooksett, NH 03106
-
51. Name: Henry Szumiesz on Jun 28, 2013
Home Address: 16 Dogwood Terrace
Penacook NH 03303
-
52. Name: Rae Venus on Jun 28, 2013
Home Address: 179 mountain road
unit 5
concord, nh 03301
-
53. Name: Katherine Fugikawa on Jun 28, 2013
Home Address: 6 Merrow St., Manchester, NH 03104
-
54. Name: Lorraine Coll on Jun 28, 2013
Home Address: 26 Hillcrest Rd.
Jaffrey, NH
-
55. Name: Anonymous on Jun 28, 2013
Home Address: 129 Shelley Dr
Nashua NH 03062
-
56. Name: Dolores Boykin on Jun 28, 2013
Home Address: 14 Juniper Lane
Concord. NH
-



JUL 1 2013

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

Please turn over for more names

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
Sheri Belyea	Sheri Belyea	90 Box 3418	Concord NH 03302
Barbara Parent	Barbara Parent	173 N Village Rd.	Loudon NH 03307
Eric Vincello	Eric Vincello	2 Maple Lane	Concord NH 03301
Donald Dwyer	Donald Dwyer	10 Bedford Hwy E.	Concord NH 03306
Godhane & Moller	Godhane & Moller	94 Millstone Rd.	Concord NH 03301
Bill Saffion	Bill Saffion	13 Tane Dr.	Concord NH 03301
Marcia J. Smith	Marcia J. Smith	26 Cricket Lane	Concord, NH 03303
Carol Beauchemin	Carol Beauchemin	32 Beacon St	Concord, NH 03303
John McKay	John McKay	273 Southwest Rd	Concord NH 03304
David Dwyer	David Dwyer	179 1st & Broadway Rd	Concord NH 03301
Rev. Ray Ball	Rev. Ray Ball	180 Loudon Rd.	Concord NH 03301
Lee Ann Valotto	Lee Ann Valotto	5 Holstein Ct.	Chichester, NH 03255
Joe Carture	Joe Carture	14 Tower Hill	Bar, NH 03304
Judy Mitchell	Judy Mitchell	27 Sherwood Meadows	Pembroke NH 03277
Holly Mitchell	Holly Mitchell	27 Sherwood Meadows	Pembroke NH 03277
Jonah Mitchell	Jonah Mitchell	27 Sherwood Meadows	Pembroke NH 03275
Sally Foley	Sally Foley	26 Hethon Rd.	Canterbury, NH
Denise Dunning	Denise Dunning	34 Church St	Pembroke NH 03275
Diane Charab	Diane Charab	179 Huddett Hill Rd	Loudon, NH 03303
MARY ONG	MARY ONG	25 S. River Road	Bedford, NH 03110
Barbara Lantigua	Barbara Lantigua	1850 Front St.	Marychester 03102
Chiara Ricco	Chiara Ricco	40 E. Sugar Ball Rd.	Concord NH 03303
Nadia Ricco	Nadia Ricco	40 P. Sugar Ball Rd	Concord NH 03303

Name	Address	City
Thomas Colantrone	63 Foster Rd	Canterbury NH
Margaret Smith	16 Allard St.	Concord, NH
Donna Julian	43 N. Curtisville Rd	Concord NH
Sharon Caparelli	43 N. Curtisville Rd	Concord NH
Mary Kay Smith	43 N. Curtisville Rd	Concord NH
Tommy Smith	43 N. Curtisville Rd	Concord NH
Thomas Smith		

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

These two are for Mr. Nasir.

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
Motha Forest	Motha Forest	47 Bay Rd., Unit G1	Concord NH 03305
Sharon Quinn	Sharon Quinn	6 Pelham Ave Concord	Concord NH
GINA STREIBER	Gina Streiber	124 Grafton St	Concord NH
Madelene Lamy	Madelene Lamy	23 Range Rd	Pittsfield NH
Charlie Via Beave	Charlie Via Beave	18 Fernwood Rd	Concord NH
Rog Mpc Donald	Rog Mpc Donald	121 Oak Hill Rd	Concord, NH
Carol Manshall	Carol Manshall	70 Sandown Rd	Concord NH
Peter Wade	Peter Wade	33 Lane Rd	Chichester
Pauline Winslett	Pauline Winslett	314 B Meetinghouse Lane	Pembroke, NH
Anita SERARD	Anita Serard	10 Chase St.	Concord NH
Dotelle Moses	Dotelle Moses	POB 464 Northwood	NH 03261
MARIE AYLES	Marie Ayles	424 Deerpath Pembroke	NH 03255
Butech Aylis	B. Aylis		
John S. Bentworth	John S. Bentworth	9 Gentle Ref	Concord NH 03301
Holly Westworth	Holly Westworth	9 Oriole Ref	Concord NH
Debra Patten	Debra Patten	30 Pinewood Tr.	Concord NH
Dusan Mavis	Dusan Mavis	11 Southgate Dr.	Bedford 03110
MARGARET FANJEUF	Margaret Fanjeuf	235 Loda Milled	Concord NH 03301
FORG DEGRADIS	FORG DEGRADIS	123 Allen Woods Dr.	Concord NH 03301
Mike Weinman	Mike Weinman	22 Whitwell Terrace	Hooksett NH 03106
Charles C. McGee	Charles C. McGee	9 Waverly St	Concord NH 03301
Mary Linoges	Mary Linoges	3 Sumner Dr	Concord NH 03301

PRINT NAME SIGN NAME ADDRESS CITY + ZIP

SHARON LEMANA

SHARON LEMANA

SHARON

PENACOOK, NH

ANNE LE PAGE

ANNE LE PAGE

Pembroke, NH

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

never heard over
for more news

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
Kathy Michalski	Kathy Michalski		Concord NH
Diane Salimanto	Diane Salimanto		Hackett NH
Alexandra Salimanto	Alexandra Salimanto		Hackett NH
Jacques Lagre	Jacques Lagre		Atkinson NH
Jeanine Lagre	Jeanine Lagre		Concord NH
AUMARIE KING	Aumarie King		Concord
Jean Nardozzi	Jean Nardozzi		Concord
Florence Fitts	Florence Fitts		Concord
AUDIE BIRAN +	Audie Biran		Concord NH, AZ
Ann Lisson	Ann Lisson		Concord NH
William R. Hawker	William R. Hawker		Concord NH
Ed Napreau	Ed Napreau		Concord NH
Kate Venus	Kate Venus		Concord NH
D. Biran	D. Biran		Concord NH
Judi SAHOOD	Judi SAHOOD		Concord NH
MARK STANKO	Mark Stanko		Concord NH
Sen Lagasse	Sen Lagasse		Concord NH
Beverly Fote	Beverly Fote		Concord NH
Beth Fote	Beth Fote		Concord NH
Frank Amick	Frank Amick		Concord NH
Jeanette Rose	Jeanette Rose		Concord NH

Print Name	Signature	Address	City + Zipcode
Candace Peck	C Peck	Concord, NH	03301
Beverly J. Ray	Beverly J Ray	Concord NH	"
Yvette Marquis	Yvette Marquis	13 Marion St Concord	"
Ann Dulude	Ann Dulude	1022 Centrist Dunbarton	03046
Jean Kozinski	Jean Kozinski	27 Ridgewood Cir	03234
John T Brady	John T Brady	78 Shore Dr.	03261
Diane Brady	Diane Brady	78 Shore Dr.	03261
Carrie McGee	Carrie McGee	9 Waverly St	Concord, 03301
Jennifer Gagnon	Jennifer Gagnon	12 Fulham lane	03301
Don Gagnon	Don Gagnon	" " "	"
Theresa Wolfe	Theresa Wolfe	2 Windham Dr	Concord 03301
Lore Collins	Lore Collins	111 Clough Hill Rd, Loudon	03307
Ashley Barron	Ashley M. Barron	111 Clough Hill Rd, Loudon	03307
Allison Perrin	Allison Perrin	111 Clough Hill Rd, Loudon	03307

more names over you

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
LEMA TIONGSON	<i>Leongson</i>	27 Gratton Dr Concord	NH 03301
Mike Brathwa	<i>Mike Brathwa</i>	14 White Dr Bow NH	03304
Marks Solimanto	<i>Marks Solimanto</i>	365 Dale Rd Haverth	03304
Jolien Reynolds	<i>Jolien Reynolds</i>	241 Buckle Hill Rd Pembroke	03275
Nick Bezio	<i>Nick Bezio</i>	241 Buckle Hill Rd	Pembroke, NH 03277
Sharon J. Smith	<i>Sharon J. Smith</i>	10 Lantier Ln	Concord 03301
Scott Fitzpatrick	<i>Scott Fitzpatrick</i>	83 Hackett Trl	Concord 03301
ANDREW FOX	<i>Andrew Fox</i>	178 DOVER RD. UNIT 1	CHICHESTER 03258
Mary Fitzpatrick	<i>Mary Fitzpatrick</i>		Concord 03301
Kentia Chase	<i>Kentia Chase</i>		Concord 03301
Chloe Venus	<i>Chloe Venus</i>	179 Mountain Rd #5	Concord 03301
Maranda Denny	<i>Maranda Denny</i>	419 Brookpath Lane	Pembroke 03271
Cathy Wallace	<i>Cathy Wallace</i>	66 Cemetery St	Concord NH 03301
Lauree Turner	<i>Lauree Turner</i>	75 Centre St	Concord NH 03301
Steve Ricci	<i>Steve Ricci</i>	46 East Sargent Rd	Concord NH 03301
ROGER LAGASSE	<i>Roger Lagasse</i>	35 Pomeroy Rd	Bow NH
Ray Braton	<i>Ray Braton</i>	81 Center St	Allenstown N.H.
BRADY JEROME	<i>Brady Jerome</i>	143 Webster Mills Road	Chichester, NH
Patricia Corbett	<i>Patricia Corbett</i>	169 Portsmouth St. Apt-153	Concord, NH 03301
JAMES F. MARSHALL	<i>James F. Marshall</i>	90 Sander Rd	Concord NH 03301

Print Name	Signature	Address	City + Zipcode
WARY AG 4 MS		Heritage Heights	
Lucy C. Halverson		Havenwood Community	Concord 03301
Francis M. LaPlante		Christian Ave	
Julia P. Kenney		Principles Housing Community Apt.	Concord 03301
Patricia Pegman		20 Oakley Rd	Chickadee, NH 03258
Mark Vachon		423 Alton Woods Dr.	Concord, NH
Amy Discher		"	"
Nick Discher		"	"
David Discher		"	"
Beth A. Riky		7007 Clinton Lou	London, NH. 03307

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

Please leave office 4 Nov
Newbury

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
Sheila F. Ross	Sheila F. Ross	26 Cherry St.	Concord 0330
Pilar Silva	Pilar P. Silva	13 Quincy St.	Concord 03301
Tishie Skiff	Orshay Skiff	119 Copperline Rd.	Exton 03331
Kathleen Vincello	Matthew Vincello	2 Maple Lane	Concord, NH 03301
John A. Cassano	John A. Cassano	654 Cross Country Rd	Pembroke NH 03275
William J. Derry	William J. Derry	66 Timberline Drive	Keene NH 03431
Zofe Brattton	Robert Brattton	1 Hunter Dr.	Bow, NH 03304
MIKE BRATTTON	MIKE	1 Hunter Dr.	Bow, NH 03304
David Vincello	David Vincello	2 Maple Lane	Concord, NH 03301
MARK SWINEHART	Mark Swinehart	12 THOMAS STREET	CONCORD, NH 03301
MARYANN MORROW	M. Morrow	I H M	CONCORD, NH
NATALIE CAGASE	Natalie Cagase	35 Putney Rd	Bow
Cathy Yankovich	Cathy Yankovich	453 Carrie Ave	Pembroke, NH 03275
Alec Yankovich	Alec Yankovich	453 Carrie Ave	Pembroke, NH 03275
Deb Davidson	Deb Davidson	Connemara Dr.	Chickster, NH 03258
JOAN BATTY	Joan Batt	203 London Rd #511	Concord NH 03301
Roylde Williams	Roylde Williams	159 Buck St	Pembroke NH 0330
PAT & DON FISHER	Pat & Don Fisher	159 Buck St	Pembroke NH 0330
Erin Linnell	Erin Linnell	58 Mt Vernon Rd	Pembroke NH 03301
Joan Gastricon	Joan Gastricon	114 Snow Bird Rd	Concord, NH 03301
		142 S Village Rd	Concord 03301

Dune Jiffers Rd.
14 S. Village N. 03307.
Pondich. 344-6112

ed Jiffers

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

[illegible]

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
DONNA SWEENEY	Donna Sweeney	19 Broadway Ave	Concord, NH 03301
ELIZABETH MARDEN	Elizabeth Marden	East Side Dr.	" "
PAT FREDERICK	PAT FREDERICK	1485 Hackett Rd UH15	Northwood NH 03256
Sandra Foster	Sandra Foster	80 Cross Branc	Concord NH
Frank Giordano	Frank M. Giordano	P.O. Box 2	Concord, NH 03301
PAUL MESSIER	Paul Messier	40 Red Dr Concord	Concord NH 03301
STEVE CUREY	Steve Curey	33 Lane Rd	Chichester NH 03258
Lisa Wade	Lisa Wade	33 Lane Rd	Chichester, NH, 03258
Amanda Wade	Amanda Wade	21 Cross St.	Alton NH
Rita Breton	Rita Breton	26 Comm St	Concord NH
Marie Clifford	Marie Clifford	24 Main St	Concord NH
Paul Isidore	Paul Isidore	100 Main	Concord 03301
Brownlee Smith	Brownlee Smith	3 Saddle Dr	Bow 03304
RAY LIMOGES	Ray Limoges	47A Eastman St.	Concord 03301
Sally Newell	Sally Newell	68 Bee Hole Road	Concord NH 03301
John Wells	John Wells	22 Whitehall Terr.	Concord NH
Jennifer Mann	Jennifer Mann	36 Groton Dr. Concord	Concord NH 03301
Lynn Canabano	Lynn Canabano	36 Groton Dr. Concord	Concord NH 03301
Leah Benetia	Leah Benetia	13 Spaulding A	Concord NH
JF FINE	JF Fine	36 Groton Dr. Concord	Concord NH 03301
REY CANABANO	Rey Canabano	36 Groton Dr.	Concord NH 03301
Lynn Canabano	Lynn Canabano	36 Groton Dr.	Concord NH 03301

A PETITION TO THE COUNCIL OF THE CITY OF CONCORD

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

PRINT Name	SIGN Name	Address	City and Zip
CECILE Y. MOUTON	Michelle K. Moulton	4 Westbrook Dr	Concord N.H. 0330
CAROL SOUCEY	Carol Soucey	3 Russell St	Concord NH 03301
DENNIS SOUCEY	Dennis Soucey	3 Russell St	Concord NH 03304
JOHN SWEENEY	John Sweeney	19 Dudley Dr	Concord NH 0330
GENT HATCHIS	Gent Hatchis	PO Box 141	Exeter 07424
WILLIAM RAY	William Ray	27 Hampshire Dr	Concord 03301
DAVID GREGORIE	David Gregorie	40 Canada Circle	Barnstead 03214
PAULINE LECTERE	Pauline LECTERE	3 Mendis Lane	Barn NH 03301
MOLLYSSA KUPER	Mollyn Hays	4 Rutter Place	Grantham NH 03753
DINAH CLAYTON	Deli D	5 Cornell	Concord NH 03301
THARA CLARK	BORNA CLARK	149 Pamela Dr.	Concord NH 03301
BRENDY DROLET	Brendy Drolet	27 Concord Hill	Wittfield NH 03301
NANCY DELSTERN	Nancy Delstern	17 Exchange St	Concord NH 03301
OSCAR J. SERARD	Oscar J. Serard	10 Chase St	Concord, NH 03301
MARIEL L. CURRY	MARIEL L. CURRY	40 KED DR	Concord, NH 03301
THOMAS A. CLARK	THE RESA CLARK	200 Portsmouth St	"
THOMAS ROHLAND	Therese Robidoux	3 Rochester Lane	Concord
CLAIRE J. DANE	Elaine Dane	84 Branch Trpk #144	Concord
EMILY BUCK	Emily Buck	9 Parsons Way	Bow 03304
CLARE MICHLOVITZ	Clare Mitchell	47 So. Cartersville Ry	Concord
REBECCA OSGOOD	Rebecca Osgood	364 Bear Hill Rd	Laden 03307
SAMANTHA REYNOLDS	Sally M	1820 Allen Woods Drive	Concord, NH

We, the undersigned, oppose the City of Concord singling out pro-life speech for special restrictions such as the creation of a no-speech zone on the public sidewalks around the abortion clinic at 38 South Main Street and petition the City Council to deny any requests to impose new additional restrictions on our constitutional rights to publicly pray, hold signs or call for mothers to choose life for their preborn children.

[illegible]

RECEIVED

7 Inf9
xfinity
the future of awesome™

June 23, 2013

JUN 24 2013

CITY MANAGER'S OFFICE
CONCORD, NH

Concord City Hall
41 Green St
Concord, NH 03301-4255

Dear Concord City Hall:

On July 23, 2013, Comcast will begin encrypting Limited Basic service on the cable system in your community.

TVs connected to a set-top box, digital adapter (DTA) or retail CableCARD™ device will be unaffected by this change. However, if you have any TVs that are currently receiving Comcast's Limited Basic service **without** equipment supplied by Comcast, you will lose the ability to view any channels on those TVs.

If you are affected, you should contact Comcast at the number below to arrange for the equipment you will need to continue receiving services. We will provide you with **up to three digital adapters or CableCARDs at no additional charge** (including those you may already have on your account), unless digital equipment is otherwise provided for by your community's agreement with us. Please know that if you choose not to take a digital device for any TV, you will not receive Comcast service on that TV. If you request more than the three digital devices mentioned above, you will incur a monthly charge of either \$0.50 or \$1.99 depending on your service level for each additional digital adapter and a monthly equipment charge of no more than \$1.50 for each additional CableCARD in the same retail device.

For more information or to obtain your digital equipment, please call 1.800.581.5122 and reference this letter.

Sincerely,

Government Affairs

Installation, taxes and other fees extra. Pricing subject to change. ©2013 Comcast. All rights reserved.


COMCAST

GBR_13_62

7 Info

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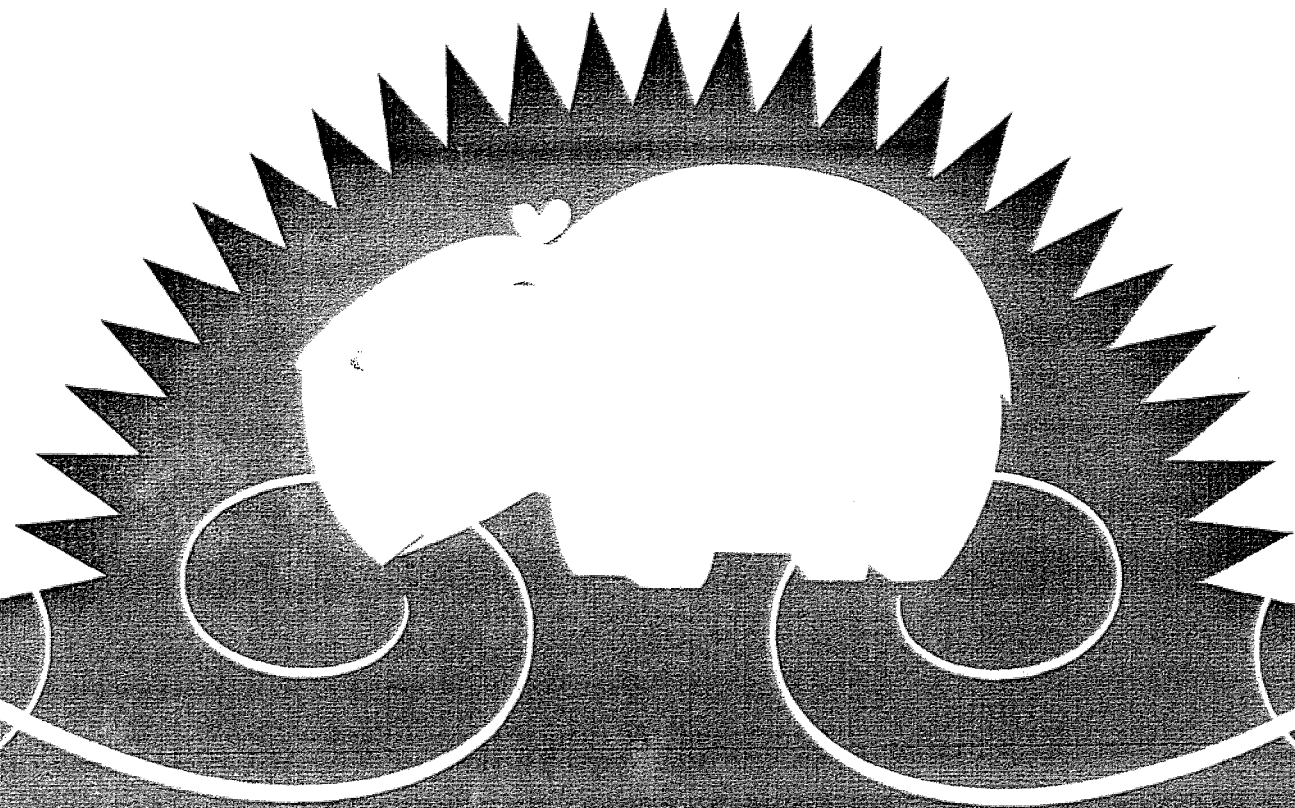


Congratulations on your Hippo Best of 2013 win!

The Hippo started this "Best of" readers poll 12 years ago and now with over 205,000 readers, it is the largest and most extensive poll in the area. Lots of copy cat type surveys out there, but you should be proud that you were chosen, not from a selected drop down menu of choices but from everyone else in Southern NH. We do not accept votes for chains or big box businesses and we do everything that we can to discourage cheaters.

This year we had over 13,000 people vote! That's huge, so congrats again- here's your certificate and a window display sticker. I can send you a .jpg of the winners logo also to use on your website or other media and if you want, we are making banners too- you may have seen them around. Please feel free to get in touch if you'd like to hear more about the Hippo audience and how you can effectively use us to market your business.

Sincerely,
Charlene Cesarini
Advertising Director,
Hippo Press



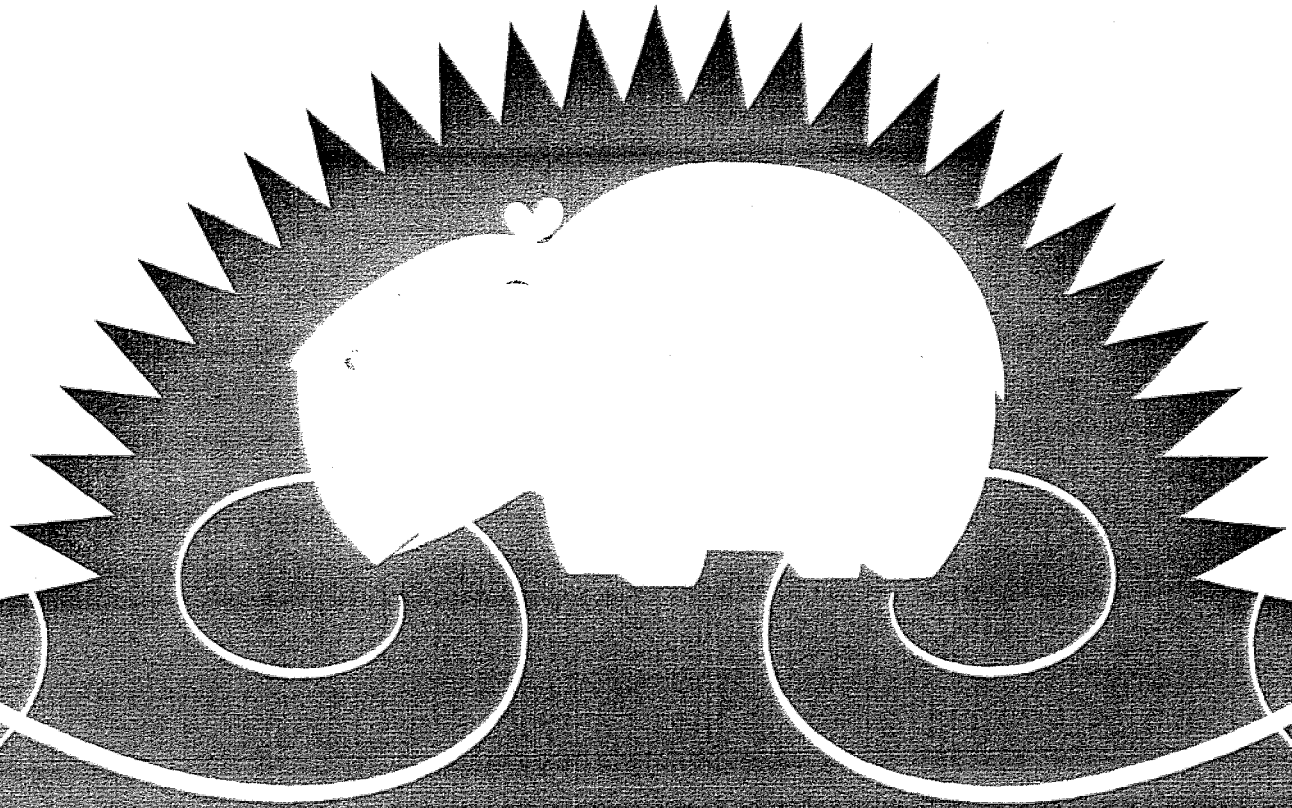
Rollins Park

BEST OF 2013

CITY PARK

Greater Concord Area

As Voted By **Hippo** *Readers*



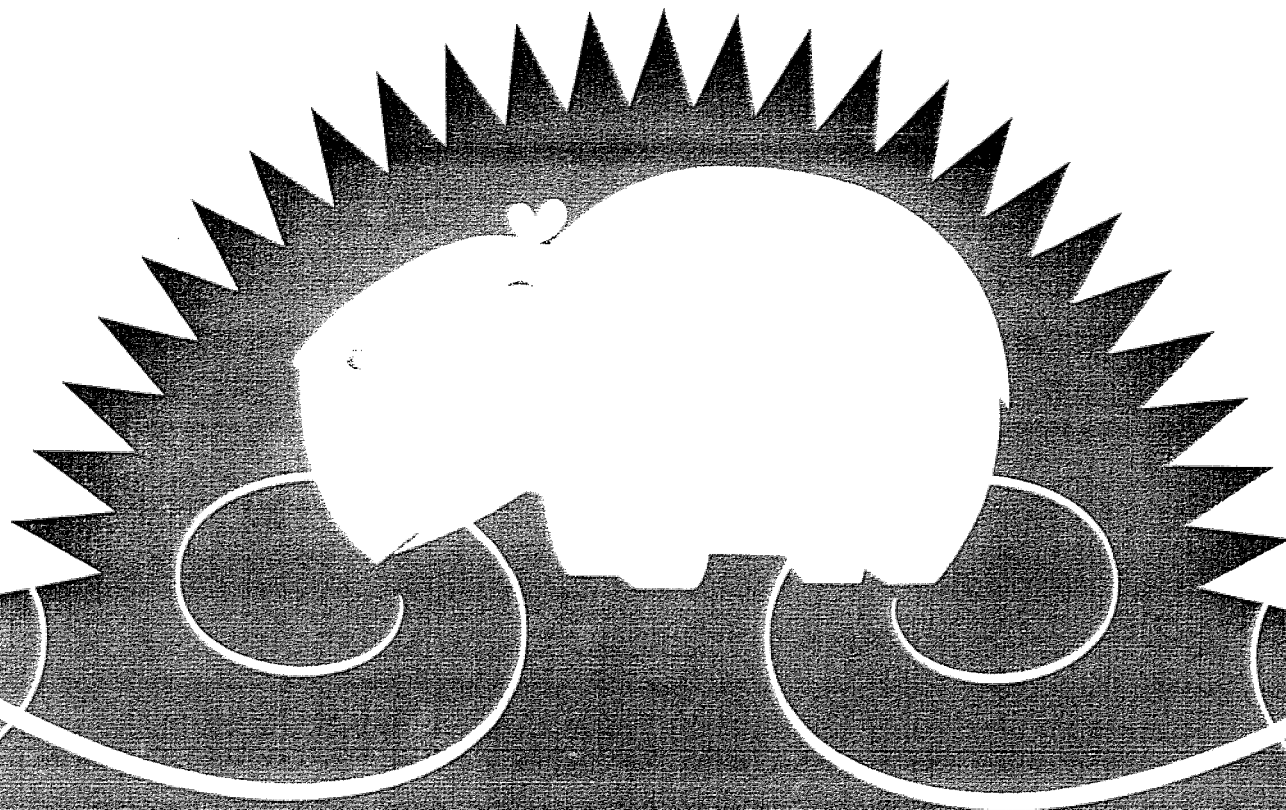
White Park

BEST OF 2013

SLEDDING HILL

Greater Concord Area

As Voted By **Hippo** *Readers*



White Park

BEST OF 2013

CITY PARK

Best of the Best

As Voted By **Hippo** *Readers*



Concord Area Transit • P.O. Box 611 • Concord, NH 03302 00611 • 603-225-1989

7 Inf 11

April 22, 2013

Mrs. Linda Rauter
51 Canterbury Road
Chichester NH 03258

Dear Mrs. Rauter,

Thank you for contacting Mayor Bouley and the City Council by letter recently to request bus shelters for each bus stop in the city of Concord. Your letter was forwarded to us here at Concord Area Transit (CAT) so that we could respond to your request and give you some information about the current status of bus shelter installations.

We do understand how important it is for our customers to be safe and protected from the elements while they are waiting for the bus, and we began the process of installing more bus shelters about two years ago. There are currently 105 bus stops on the three CAT fixed-routes, 100 of these do not have shelters. The total cost, including installation estimates, came to \$6,650 for each shelter. Based on this pricing, the cost to install shelters at each of the remaining 100 bus stops would be about \$665,000.

Unfortunately even if we had the funding to purchase and install the shelters for all bus stops, it is difficult to get permission to install shelters at bus stop locations because of land ownership and right of way issues. Many of the bus stops here in the City are actually located on privately owned property. Unless we are able to secure permission from the property owners we cannot install the shelters.

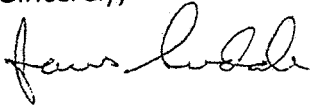
We have worked with the City of Concord to identify the bus stops that have the highest usage and need. CAT and the City of Concord will now work together to secure the necessary city approvals and property owner releases. Then we will seek and secure purchase and installation funding to get shelters up at those stops.

CAT wrote a grant and was able to purchase a bus shelter. The grant was for the purchase of the shelter only not the installation. Because locations vary the cost of the installation is different. The good news is that we have gotten City of Concord approval and tentative funding agreements for the installation the shelter. It will be installed at the new bus stop at the Friendly Kitchen on Commercial Street.

CAT is committed to work towards getting additional bus shelters for the convenience and safety of our customers. We will continue to partner with the City of Concord to plan future bus stop shelter installations and to seek funding to purchase more bus stop shelters.

We truly appreciate your interest in, and support of CAT and our customers. Please feel free to contact us directly if you have any other suggestions, requests or comments that you would like to make. Terri Paige is the Mobility Manager here at CAT and her contact number is 603-225-3295. She would be happy to talk to you about any ideas or suggestions that you may have.

Sincerely,

A handwritten signature in dark ink, appearing to read "James Sudak", written in a cursive style.

James Sudak, Director
Concord Area Transit

April 22, 2013

Dear Jennifer,


Thank you for sending me the feedback that you received regarding the possibility that one of the CAT drivers was napping during a red light. I spoke with the driver that was driving the CAT bus on that route during the time that you gave me and received the following report.

During the time that the bus sat through the light there was a traffic back-up which resulted in a long line of traffic at the light. CAT drivers have all been instructed not to pull into an intersection at a light unless they are sure that they will be able to clear the intersection on the other side. We do not want buses blocking an intersection when a light changes. The driver in this situation was not confident that traffic would clear enough to allow him to pull through the intersection, so he waited out the light cycle to be sure.

This incident occurred very soon after the route and schedule changes took place, and the driver took the opportunity of the longer wait to pull out his copy of the new schedule to check on his timing. He had the schedule in his lap and was looking down, which might have given the appearance that he had his eyes closed. The driver assured me that he was not sleeping and was feeling well and rested the day in question.

I appreciate receiving this and all feedback that you have for us here at CAT. We take all reports seriously and act on any issues quickly to ensure that we continue to provide the best possible service to our customers.

Sincerely,



James Sudak, Director
Concord Area Transit

April 22, 2013

Dear Jennifer,

I am writing this letter in response to the feedback that we received at the last Public Transportation Subcommittee meeting regarding an incident on the Crosstown bus involving a CAT staff member who was training a new driver. It was reported that the CAT staff member interacted with a customer waiting at the State House stop in a rude and demeaning manner. I interviewed both the CAT staff member and the new driver about the incident and provide the following information.

The CAT staff member reported that she has known this customer for several years; she got to know the customer when she was a regular driver on the trolley route. While a driver she and this customer used to joke around with each other all the time and part of the joking was that the CAT staff member was going to "kidnap" the customer's friend "B". The customer would ask where B was and the CAT staff member would respond that she was going to keep him and not let him off the bus. The CAT staff member stated that she was just continuing the old joke with this customer and did not mean to be disrespectful or rude.

I also interviewed the new driver of the route who was being trained that day. This driver reported that he felt that the exchange was friendly, if a little loud, and that he did not sense that it was anything other than the two of them joking with each other. He stated that if he had felt that it was anything other than that he would have reported it to me on his return to the CAT office that day. He did not feel that there was any disrespect or ill intent present. He also reported that B was laughing about the exchange when he got off the bus.

I have discussed with the CAT staff member that this kind of joking or exchange could be, and has been as in this case, misinterpreted by onlookers who are not in on the joke. I have instructed the CAT staff member to be more professional while on the job and while working with customers. The CAT staff person agrees and will strive to be more calm and professional when interacting with customers in the future. CAT will be providing refresher trainings on customer service to all CAT drivers and staff members at the next quarterly staff meeting.

The mobility manager is going to attempt to meet with the customer involved in this exchange to make sure that the customer is okay, and offer assistance if it is necessary.

Sincerely,



James Sudak, Director
Concord Area Transit

From: scout2803@comcast.net
Sent: Monday, July 01, 2013 10:50 AM
To: * City Clerk
Subject: LETTER for City Council please forward to council
Attachments: letter to Council the Mayor and Duprey.doc

July 1, 2013

Dear Mayor Bouley and Concord City Council,

Due to the Concord Monitor's revelation of Mayor Jim Bouley's financial relationship with developer Steve Duprey [**Mayor Jim Bouley, developer Steve Duprey have business relationship**, Nov. 22, 2012] and the mayor's subsequent acknowledgement of that relationship, I ask that Mayor Bouley recuse himself, or be recused, from any Council business with Steve Duprey.

Since the City is reportedly considering a private/public partnership with developer Steve Duprey involving the Dept. of Employment Security building, I believe this recusal should happen as soon as possible—in fact it is long overdue. Documents that I recently attained from the City through a Right-to-Know request show that Mayor Bouley went to extraordinary lengths to assist an earlier Duprey downtown project.

The documents are from 2009 and show Mayor Bouley acting improperly in regards to developer Duprey, with whom he had an undisclosed financial relationship. (It was revealed in 2012 that Duprey has been renting his 6 Hills Avenue space to Bouley's lobbying firm, Dennehy & Bouley, since shortly after Duprey purchased the property in 2008.)

Documents show Mayor Bouley on 3/9/09 chairing a nonpublic meeting discussing a possible public/private partnership between the city and Duprey concerning the Sanel Block. This appears to be a violation of Council Rule 6A and Section 53 of the City Charter [official interest in contracts].

The Council (including Bouley) gave Matt Walsh, the city's assistant for special projects, initial consent to explore a limited partnership with Duprey. There is no more Council discussion or action concerning Duprey's project until late summer, but emails reveal that on 6/3/09 Duprey sent RSA 79-E amendments changing state law for the Sanel Block development to Bouley who forwards them to City Manager Aspell. This is the beginning of Bouley bending and breaking Section 27 of the City Charter [noninterference by a Council member with city officers] to benefit his landlord, Steve Duprey.

Other emails from that time reveal Bouley—without Council approval—directing city staff to do work on behalf of Duprey and his project. So you have Mayor Bouley lobbying and influencing city staff, overstepping his charter limited mayoral powers [Section 13] and violating the noninterference charter section, to change the laws of New Hampshire in a way that benefits Duprey and his Sanel Block development.

Bottom line: the mayor overstepped his powers and violated the charter on behalf of one of the biggest developers in town—a person with whom he had an undisclosed financial relationship.

As long as this financial relationship continues, the mayor should not be involved with Steve Duprey's bidding on the D.E.S. building or any other city business directly involving Duprey.

I thank the Council for your attention and look forward to action on this matter.

Rick Watrous
Wilson Ave
Concord, NH 03301